



BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING
Detailed Agenda

Wednesday, September 11, 2024

ILSC Building, 960 South Main, Brigham City,
Utah 84302

*"Always consider the effects
on our students."*

A. Work Session - 5:30 p.m.

1. Bond Discussion

B. Administrative - 6:30 p.m.

1. Call to Order

Wade Hyde, Board President

2. Reverence

Danielle Wright, Board Member

3. Flag Salute/Pledge of Allegiance

Wade Hyde, Board President

4. Recognitions

Julie Taylor, Board Member

a. Nucor Grant Presentation

C. Approval of Agenda - 6:45 p.m.

D. Swear in Student Board Member, Easton Johnson, BRHS 6:50 p.m.

Steve Carlsen, Superintendent

E. Public Comment - 6:55 p.m.

Those individuals who would like to speak to the Board should read the guidelines and complete the sign-up document located at the door. At the discretion of the Board President, public comment may be permitted at any point during the Board meeting.

F. Action Items - 7:05 p.m.

1. Approval of Exemption of Community Council at Sunrise High School

Randy Rasmussen, Sunrise High Principal

2. Approval of BRHS Water Polo Club and Amendment of the 2024-25 General Student Fees

Keith Mecham, Asst. Superintendent of Secondary Teaching & Learning

3. Approval of Architect Selection

Corey Thompson, Facilities Director

4. Public Hearing

5. Resolution Providing for the Conduct of the Local Special Bond Election

Steve Carlsen, Superintendent

G. Information Items - 7:50 p.m.

1. Special Education (30 min.)

Catherine Allen, SpEd Director

2. Student Dress Code

3. Monthly Financial Report

Sherri Harper

4. Board Committee Reports

H. Policy Review - 8:45 p.m.

1. Policy to Delete (Deleted by the State)

a. Policy 2135 Capital Outlay Reporting: School Plant Capital Outlay Report

2. First Reading

a. Policy 1036 Board Member Conflict of Interest

b. Policy 1040 Board Member Elections and Redistricting

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I. <u>Consent Items</u> - 8:55 p.m.	
1. Minutes	90
2. Claims	98
3. Personnel	111
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5. Secondary Club Request	114
J. <u>Suggestions for Future Board Meetings</u> - 9:00 p.m.	120
K. <u>Upcoming Events</u>	
1. Radio Hill Road Closed in Tremonton - Busing changes for September 12-13, 2024 (Parents have been notified)	
2. Legislators Day in the Classroom September 23-27, 2024	
3. USBA 2024 Fall Regional Meeting - September 26, 2024 at 6:00 p.m. at Maddox	
L. <u>Board Handbook</u>	123
M. <u>Closed Session to Discuss Personnel and Sale or Lease of Real Property</u> - 9:05 p.m.	
N. <u>Adjournment</u> - 9:35 p.m.	
The next meeting of the Board of Education will be held on Wednesday, October 9, 2024, with a Work Session at 5:30 and a Regular Session at 6:30 p.m., at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.	

OATH OF OFFICE

Utah State Archives

In Utah, state officers are required by both the federal and state constitutions to take an oath of office. The Constitution of the United States requires members of the legislature as well as all executive and judicial officers of the states to be bound by oath or affirmation to support the federal Constitution (Article VI, clause 3). The Constitution of Utah specifies the wording of the oath to be taken by "all officers made elective or appointive by this Constitution or by the laws made in pursuance thereof, before entering upon the duties of their respective offices" (Article IV, section 10).

The **Oath** is to be stated as found in Article IV, section 10:

"I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this State, and that I will discharge the duties of my office with fidelity.["]

State law dictates that the following individuals may administer the oath. Some state agencies may have a notary on staff who can administer the oath:

§ 78B-1-142: "Every court, every judge, clerk and deputy clerk of any court, every justice, every notary public, and every officer or person authorized to take testimony in any action or proceeding, or to decide upon evidence, has the power to administer oaths or affirmations."

After taking the oath, state officials should file the original signed oath with the State Archives, as mandated by state law. (Utah Code § 52-1-2 (2))

How to File an Oath of Office for Public Officials with the Division of Archives and Records Service

Once administered the Oath of Office, an official should check with the agency that administered the oath, and the official's own agency, to see if there are specific procedures in place to ensure the oath is properly filed with the State Archives.

If there are no set procedures, the original signed hard copy oath should be sent to the State Archives, either by mail or deliver to:

Oaths of Office
Utah State Archives
346 S Rio Grande St
SLC, UT 84101

Even though there is no specific time frame as to when an oath should be filed with the State Archives, state officials should do so as soon as possible. Utah Code § 76-8-203 states, "A person is guilty of unofficial misconduct [a class B misdemeanor] if the person exercises or attempts to exercise any of the functions of a public office when the person has not taken and filed the required oath of office[.]"

OATH OF OFFICE
STATE OF UTAH

I, _____, *having been appointed to the office of*
Print Name

*do solemnly swear or affirm that I will support, obey and defend the
Constitution of the United States and the Constitution of this State, and
that I will discharge the duties of my office with fidelity.*

Signature

State of Utah,
County of _____

Subscribed and sworn to before me this _____ *day of* _____ *, 20* _____

*Person Administering Oath

Title

*Utah Code § 78B-1-142: "Every court, every judge, clerk and deputy clerk of any court, every justice, every notary public, and every officer or person authorized to take testimony in any action or proceeding, or to decide upon evidence, has the power to administer oaths or affirmations."

File oath by sending to: Oath of Office, Utah State Archives, 346 S Rio Grande St, Salt Lake City, UT, 84101

Recommendation for Sunrise High School - School LAND Trust Exemption for 2024-2025

Submitted by: Keith Mecham, Assistant Superintendent - Secondary Teaching and Learning

Recommendation:

It is recommended that the Box Elder School District Board of Education grant an exemption to Sunrise High School to receive School LAND trust funds without having a School Community Council for the 2024-2025 school year

Recommended Motion:

I move that the Box Elder School District Board of Education approve the recommendation for exemption of a community council at Sunrise High School for the 2023-2024 school year.

Background:

This exemption has been granted the past 5 years in accordance with State Board Rule R277-491-3

(5)(a) A public school that is a secure facility, juvenile detention facility, hospital program school, or other small or special school may receive School LAND Trust Program funds without having a school community council if the school demonstrates and documents a good faith effort to:

- (i) recruit members;
- (ii) have meetings; and
- (iii) publicize the opportunity to serve on the council.

(b) A local school board shall make the determination whether to grant the exemption for a school described in Subsection (5)(a).

Policy Implications:

Financial Implications:

This exemption will allow us to spend the School Lands Trust Monies allocated to Sunrise High School according to the 2024-2025 Trustlands plan previously approved by the Box Elder School Board.

Staff Implications:

This will allow us to hire a mentor/para according to the 2024-2025 Trustlands plan previously approved by the Box Elder School Board.



Sunrise High School

Box Elder Adult Education

230 W 200 S
Brigham City, UT 84302
Phone (435)734-4834 • Fax (435)734-4860

September 2024

To the Box Elder Board of Education;

The following paragraphs, that are included in italicized text are taken from the exemption request from the 2023/2024 school year from the previous principal of Sunrise High School, Gerry Jackman. The first paragraph describes his efforts to recruit council members during the six years that he was principal. The second paragraph is a description of the demographics of the students at Sunrise High School. I have included these paragraphs because the information therein is still pertinent.

“As the principal of Sunrise High School, for several years I have had a significant difficulty forming and keeping a community council for my school. In the past we have posted on our website the need for parents to serve on our counsel. We have sent automated phone calls home as well, and in spite of our efforts, we have never had any response. When we did have a community council my secretary would start each year personally calling parent after parent asking them to please be a part of our council. She continued to call until we had the minimum of three parents agree to serve as well as a representative from one of our YIC sites. However, never did we have all three parents or the representatives attend a meeting at the same time. Our last year with a community council two parents attended the first meeting, and agreed to be the chair and vice chair. However, shortly after this one of their students quit attending and the parents quit coming as well. The other parent came pretty well, but it is difficult to have a discussion with only one parent. This was what happened each year we tried to have a community council. The year would start by begging parents to come. If we got three to agree, they would attend very sporadically, and seldom would continue coming the full year. This year we held a back to school night which was fairly well attended with over 50 students and 30 parents. We put up a table and tried to get parents to sign up to be on the council. We again posted the invite on our website, and social media sites. We sent texts and emails out as well and have not had a single person respond with interest.

Our student body changes regularly. Many of our students come mid-year after the trainings and councils have been set up. Many have trouble attending, and are at risk of not finishing. Some have disengaged parents, or single parents just trying to support the family. Some are living on their own with minimal parent contact. Whatever may be the case, it is very difficult to form, let alone maintain a functioning community council here at the alternative high school. “

This summer and fall, I also solicited volunteers for the Sunrise High School Community Council. Unfortunately, no one has responded or volunteered to serve.



Sunrise High School

Box Elder Adult Education

230 W 200 S
Brigham City, UT 84302
Phone (435)734-4834 • Fax (435)734-4860

For the above stated reasons, I am asking that we be granted an exemption, as has been granted the past several years, and as is allowed for in State Board Rule R277-491-3 which states:

(5)(a) A public school that is a secure facility, juvenile detention facility, hospital program school, **or other small or special school** may receive School LAND Trust Program funds without having a school community council if the school demonstrates and documents a good faith effort to:

- (i) recruit members;
- (ii) have meetings; and
- (iii) publicize the opportunity to serve on the council.

(5)(b) A local school board shall make the determination whether to grant the exemption for a school described in Subsection (5)(a).

Our school continues to encourage parent involvement and will continue to solicit the help of parents who desire to serve. If at any time a parent express interest, we will gladly form a community council. We value outside ideas and strive to build good relationships with our parents and students. We also will continue to receive community input through an interagency council that meets quarterly. At this time, with our efforts I am asking once again for an exemption from you, our board of education.

Sincerely;

Randall Rasmussen
Principal - Sunrise High School

Recommendation to approve

Submitted by: Keith Mecham

Recommendation:

It is recommended that the BESD Board of Education approve the amendment of the 2024-2025 BESD General Student Fees and Deposits schedule resulting in the approval of the Water Polo Club at BRHS. The new club's participation fee will be \$390 per year for uniform and competition entry fees.

Recommended Motion:

I move that we approve the amendment of the 2024-2025 BESD General Student Fees and Deposits schedule by adding a \$390 amount for each participant in the newly created Water Polo Club at BRHS

[2024-2025 BESD General Student Fees and Deposits](#)

[24-25 Spending Plan for the BRHS Water Polo Club](#)

Background:

Annually, the General Student Fees and Deposits Schedule is approved by the School Board in early Spring following 2 official opportunities for community, parent and student input.

For the past several months, each school has reviewed the provided document and have made the necessary deletions, modifications and additions.

This increased proposed amount will affect only those members that participate in this new non-curricular Water Polo Club

Policy Implications:

Policy 5230: [Student Fees/Fee Waiver](#)

Financial Implications:

There will be a \$65 increase in possible fees.

Staff Implications:

No additional implications

Recommendation to the Box Elder School District Board of Education

Submitted by Corey Thompson, Facilities Director

11 September, 2024

Recommendation:

Box Elder School District has gone through the appropriate state approved processes to select an architect for the proposed two new middle schools if the bond election is successful in the November 2024 election. We present the architectural firm of VCBO for official School Board approval.

Recommended Motion:

I move that VCBO Architectural Firm be approved for the proposed two new middle schools in connection with the November 2024 bond election, and grant authority to David Roberts and Corey Thompson to negotiate appropriate fees.

Background:

In the July 2024 School Board work session, it was determined to select an architect and then a CM/GC in preparation for the bond election. A Request for Statements of Qualifications was published through the state procurement agency. A committee of 6 people (consisting of school board members and district personnel) reviewed the proposals and conducted interviews. In the event of an unsuccessful bond election the architect will be compensated according to time spent preparing for and in meetings with the school district and stakeholders in the amount not to exceed \$15,000.

Procedural Implications:

District Procedure

- 2030-130
- 2030-170
- 2030-200

Staff Implications:

None

Recommendation: F.5. Sept. 11, 2024 to approve the Resolution Providing for the Conduct of the Local Special Bond Election

Submitted by: Superintendent Carlsen

Recommended Motion: I move the Box Elder Board of Education approve the Resolution Providing for the Conduct of the Local Special Bond Election

Background: This is a legal requirement. Ryan Bjerke of the Law Firm Chapman and Cutler has prepared this document and walked me through the procedure.

Policy Implications: None

Financial Implications: None unless you consider it could lead to the passage of the bond.

Staff Implications: None

A RESOLUTION providing for the conduct of the local special bond election to be held in Box Elder School District, Utah on November 5, 2024; and providing for related matters.

WHEREAS, on August 14, 2024, the Board of Education (the “*Board*”) of Box Elder School District, Utah (the “*District*”) adopted a certain resolution (the “*Election Resolution*”) providing that (1) a local special bond election be called and held on November 5, 2024 (the “*Local Special Bond Election*”) in the District, at the same time as the municipal general election, for the purpose of submitting to the qualified electors thereof the question of the issuance of \$220,000,000 general obligation bonds of the Board for the purpose of raising money for constructing buildings, acquiring land and furnishings and remodeling and updating existing school property, under the charge of the Board (the “*Project*”), (2) a public hearing and a public meeting be held with respect to the issuance of such bonds for said purposes and (3) notice of such public hearing and of such public meeting be given as provided by law;

WHEREAS, the Election Resolution included the ballot proposition, in compliance with Section 11-14-201 of the Utah Code Annotated 1953, as amended (the “*Utah Code*”);

WHEREAS, the Board desires at this time to provide for the conduct of the Local Special Bond Election by designating the election officials, approving the polling places and providing for other related matters; and

WHEREAS, the adoption of the Election Resolution and this resolution (the “*Resolution*”) have been approved in satisfaction of the requirements of Section 20A-1-203 of the Utah Code, which requires that a special election to vote on a bond or debt issue may not be called unless the resolution calling the election is adopted by two-thirds majority of the members of the Board;

NOW, THEREFORE, Be It Resolved by the Board of Education of Box Elder School District, Utah, as follows:

Section 1. The Business Administrator of the Board, or in the absence or disability of the Business Administrator the Superintendent of the Board (the “*Business Administrator*”), as election officer and the County Clerk (the “*County Clerk*”) of Box Elder County, Utah (the “*County*”), as provider election officer (individually and collectively, the “*Election Officer*”), are hereby authorized and directed to perform and do, and to cause to be performed and done, all things necessary to conduct the Local Special Bond Election in accordance with the provisions of this Resolution, Chapter 14, Title 11 of the Utah Code, and Title 20A of the Utah Code.

Section 2. The Local Special Bond Election shall be held in, among others, the same voting precincts and at the same polling places in which qualified electors of the District reside as those established for the regular general election held on Tuesday, November 5, 2024 (the “*Election Day*”). The voting precincts and polling places shall be established by the County Clerk and shall be specified in the notice of the Local Special Bond Election (subject to adjustment in

accordance with the provisions of the Utah Code), the form of which is attached hereto as *Exhibit 1*.

Section 3. In accordance with the provisions of Section 11-14-203 of the Utah Code, the poll workers who have been otherwise appointed under the provisions of general law to conduct the regular general election or who have been appointed by the County Clerk, to be held on the same day, shall conduct the Local Special Bond Election. The poll workers for the voting centers shall be the poll workers who have been appointed by the County Clerk; *provided, however*, that all poll workers appointed by the County Clerk shall meet the requirements of Section 20A-5-602 of the Utah Code.

Section 4. The poll workers are hereby authorized and directed to fulfill their responsibilities in accordance with Section 20A-5-605 of the Utah Code and other applicable provisions of law.

Section 5. Notice of the Local Special Bond Election (the “*Notice*”) shall be provided for at least three weeks before the Election Day, as a class A notice under Section 63G-30-102 of the Utah Code, by posting the Notice (a) on the Utah Public Notice Website, created in Section 63A-16-601 of the Utah Code, (b) on the District’s website and (c) in a public location within the District that is reasonably likely to be seen by the residents of the District. The notice shall be in substantially the form attached hereto as *Exhibit 1*.

Section 6. The officers and employees of the Board are authorized and directed to prepare and mail a voter information pamphlet or a notification thereof, as required by Section 11-14-202 of the Utah Code, and to take such other actions as they deem necessary in order to comply with such provisions of the Utah Code.

Section 7. The Election Officer shall cause a copy of the sample ballot to be posted, publicized and provided in compliance with Section 20A-5-405 of the Utah Code, which publication may be as a part of the Local Special Bond Election. The sample ballot shall be in substantially the form set forth in Section 4 of the Election Resolution.

Section 8. The ballots to be used at the Local Special Bond Election (a) shall be suitable for use in the voting and counting devices, if any, in which they are intended to be placed, (b) shall be organized to record the votes relating to the Local Special Bond Election as well as votes relating to other propositions and offices being voted upon at the regular general election, (c) shall be separate from ballots to be used for other propositions and offices being voted upon at the municipal general election and (d) shall comply in all respects with the requirements of Section 11-14-206 and the applicable requirements of Title 20A, Chapter 6, of the Utah Code.

Section 9. The Board shall meet as a board of canvassers on [Tuesday], November [13], 2024, at the regular meeting place of the Board, located at 960 South Main, Brigham City, Utah, at ____ p.m. (or such other date or time as the Business Administrator may determine), which is no sooner than 7 days and no later than 14 days after the Election Day, and if the majority of the votes cast at the Local Special Bond Election are in favor of such proposition submitted, then the

Board shall cause an entry of that fact to be made upon its minutes, and thereupon the Board shall be authorized to issue such bonds.

Section 10. This Resolution is a declaration of official intent under Treas. Reg. Section 1.150-2. In satisfaction of the requirements thereof:

(a) The Board is planning to make expenditures relative to the Project from the Capital Outlay Fund (the “*Fund*”).

(b) Expenditures relating to paying the costs of the Project (i) have been paid within 60 days prior to the passage of this Resolution or (ii) will be paid on or after the passage of this Resolution (the “*Expenditures*”).

(c) The Board reasonably expects to reimburse the Expenditures with proceeds of general obligation school building bonds, if any, authorized at the Local Special Bond Election, to be issued by the Board.

(d) The maximum principal amount of such bonds expected to be issued for the Expenditures to be made from the Fund is \$220,000,000.

Section 11. The officers and employees of the Board and the District are authorized to take such action as they may deem necessary in order to assure that the Local Special Bond Election does not violate any applicable state or federal law, including laws regarding the use of the electronic voting devices.

Section 12. All acts and resolutions in conflict with this Resolution or any part thereof are hereby repealed.

Section 13. It is hereby declared that all parts of this Resolution are severable, and if any section, clause or provision of this Resolution shall, for any reason, be held to be invalid and unenforceable, the invalidity or unenforceability of any such section, clause or provision shall not affect the remaining sections, clauses or provisions of this Resolution.

Section 14. Immediately after its adoption by at least two-thirds majority of the members of the Board, this Resolution shall be signed by the President of the Board and the Business Administrator, shall be recorded in a book kept for that purpose and shall take immediate effect.

(Signature page follows.)

APPROVED AND ADOPTED by the Board of Education of Box Elder School District, Utah, on this 11th day of September, 2024.

BOARD OF EDUCATION OF BOX ELDER SCHOOL DISTRICT, UTAH

By _____
President

[SEAL]

ATTEST AND COUNTERSIGN:

By _____
Business Administrator

BOARD VOTE AS RECORDED:

President	Wade Hyde	_____
Vice President	Connie Archibald	_____
Board Member	Karen Cronin	_____
Board Member	Nancy Kennedy	_____
Board Member	Bryan Smith	_____
Board Member	Tiffanie Summers	_____
Board Member	Julie Taylor	_____
Board Member	Danielle Wright	_____

EXHIBIT 1

NOTICE OF LOCAL SPECIAL BOND ELECTION

BOARD OF EDUCATION OF BOX ELDER SCHOOL DISTRICT, UTAH

PUBLIC NOTICE IS HEREBY GIVEN that a local special bond election (the “*Local Special Election*”) will be held in Box Elder School District, Utah (the “*District*”), at the same time as the regular general election, on Tuesday, November 5, 2024 (“*Election Day*”).

The Local Special Election will be conducted by mail and ballots will be mailed to all eligible voters beginning the week of _____, 2024. Voters can return their ballot by mail, in a secure ballot drop box, or in person for early voting and on Election Day. The polls for in person early voting shall open at [10:00] a.m. and close at [2:00] p.m. on November ___ through November ___ at 1 South Main, Brigham City, Utah 84302. On Election Day the polls shall open at [7:00] a.m. and shall close at [8:00] p.m. at _____, Brigham City, Utah 84302. Secure ballot drop off locations where ballots can be deposited during the hours listed below, 7 days a week beginning _____, 2024, as follows:

BALLOT DROP BOX (OCT. __ – NOV. __) open 24 hours a day

BALLOT DROP BOX (OCT. __ – NOV. __) open during office hours

The address for the Statewide Election Voter Information Website is vote.utah.gov. For information on registering to vote and absentee ballots, voters may contact the office of the (a) Box Elder County Clerk at 1 South Main Street, Suite 10, Brigham City, Utah, telephone: (435) 734-3393 or visit the County Clerk's election website at boxeldercounty.gov/elections or (b) Utah Lieutenant Governor, State Capitol, 350 N. State Street, Suite 220, Salt Lake City, Utah 84114, (801) 538-1041 or visit the Lieutenant Governor's website at elections.utah.gov.

For information about alternate times and forms of voting, changes to the location of a polling place and the location of an additional polling place, voters may contact the office of the Box Elder County Clerk (who is acting as a provider election officer for the Local Special Election) at 1 South Main Street, Suite 10, Brigham City, Utah, telephone: (435) 734-3393 or visit the County Clerk's election website at boxeldercounty.gov/elections.

In order to vote in person at the election, you must present valid voter identification to the poll worker before voting, which must be (a) a valid form of photo identification that shows your name and photograph, (b) a valid tribal card, whether or not the card includes your photograph or not, or (c) two different forms of identification that show your name and current address.

Voters who need assistance voting or other accommodations should call (435) 734-3393 or email _____@_____.

There is to be no special registration of voters for the local special bond election, and the official register of voters last made or revised shall constitute the register for the local special bond election, except that all persons who reside within the District and are registered to vote in the election held on Election Day shall be considered to vote in the local special bond election.

The title and text of the ballot proposition that will be submitted to the qualified, registered voters residing within the District is as follows:

**OFFICIAL BALLOT FOR THE
BOARD OF EDUCATION OF BOX ELDER SCHOOL DISTRICT, UTAH
SPECIAL BOND ELECTION**

November 5, 2024

Shall the Board of Education of Box Elder School District, Utah, be authorized to issue general obligation bonds in an amount not to exceed \$220,000,000 and to mature in no more than twenty-one (21) years from the date or dates of issuance of such bonds for the purpose of raising money for constructing buildings, acquiring land and furnishings and remodeling and updating existing school property, under the charge of the Board, and, to the extent necessary, for providing moneys for the refunding, at or prior to the maturity thereof, of general obligation bonds of the Board authorized hereunder or heretofore issued and now outstanding?

PROPERTY TAX COST OF BONDS

If the bonds are issued as planned, without regard to the taxes currently levied to pay outstanding bonds that will decrease over time, an annual property tax to pay debt service on the proposed bonds will be required over a period of 20 years in the estimated amount of \$347.67 per year on a primary residence with the District average value of \$450,000 and in the estimated amount of \$632.13 per year on a business or secondary residence having the same value, which is equal to \$28.97 per month on the primary residence and \$52.68 per month on a business or secondary residence.

The Board currently levies property taxes to pay debt service on other outstanding general obligation bonds that have been issued to finance voter approved projects. The incremental property taxes would decrease upon the repayment of the currently outstanding bonds, but the decrease will not occur if the proposed bonds are issued. Taking into account the repayment of the outstanding bonds, the Board expects that the issuance of the proposed bonds, in the manner currently expected, will result in an estimated tax increase in the amount of approximately \$238.27 per year on a primary residence with the District average value of \$450,000 and of approximately \$433.23 per year on a business or secondary residence having the same value, which is equal to \$19.86 per month on the primary residence and \$36.10 per month on a business or secondary residence.

The foregoing is only an estimate and is not a limit on the amount of taxes that the governing body may be required to levy in order to pay debt service on the bonds. The governing body is obligated to levy taxes to the extent provided by law in order to pay the bonds.

To vote in favor of the above bond issue, select the box immediately adjacent to the words “FOR THE ISSUANCE OF BONDS.” To vote against the bond issue, select the box immediately adjacent to the words “AGAINST THE ISSUANCE OF BONDS.”

FOR THE ISSUANCE OF BONDS

AGAINST THE ISSUANCE OF BONDS

NOTICE IS FURTHER GIVEN that on _____, _____, 2024, at _____ .m., in the _____, in Brigham City, Utah, there will be conducted a test of the automatic tabulating equipment or other apparatus to be used to tabulate the results of the November local special bond election to be held in the District on the issuance of \$220,000,000 general obligation bonds described above. This test is open to public observation in accordance with the provisions of Section 20A-4-104, Utah Code.

NOTICE IS FURTHER GIVEN that on [Tuesday], November [13], 2024, that being a day no sooner than 7 days and not later than 14 days after the local special bond election, the Board of Education of the District (the "*Board*") will meet at its regular meeting place at 960 South Main, Brigham City, Utah, and will canvass the returns and declare the results of the local special bond election during the Board meeting that begins at _____ p.m.

Pursuant to applicable provisions of Sections 11-14-208 and 20A-4-403 of the Utah Code, the period allowed for any contest of the local special bond election shall end 40 days after November [13], 2024 (the date on which the results of the election are to be canvassed and the results thereof declared). No such contest shall be maintained unless a complaint is filed with the Clerk of the First Judicial District Court in and for Box Elder County, within the prescribed 40-day period.

IN WITNESS WHEREOF, the Board of Education of Box Elder School District, Utah has caused this notice to be given.

DATED: _____, 2024.

POSTED: on or before _____, 2024.

BOARD OF EDUCATION OF BOX ELDER SCHOOL
DISTRICT, UTAH

By _____
Business Administrator

Catherine Allen, SpEd Director

https://www.canva.com/design/DAGOmBXkCv4/envwjTOy807ERe7nMh59Jg/edit?utm_content=DAGOmBXkCv4&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton

POLICY 5200

Student Dress, Appearance and Personal Hygiene Standards

- A. Student dress, grooming and personal hygiene are primarily the responsibility of the student and parent. Parents are encouraged to make sure that students are properly dressed; groomed and observe basic hygiene to protect health, safety and modesty.
- B. Extremes of dress, grooming and appearance which tend to detract from the learning environment, or cause hazards to student's safety, or health shall not be permitted.
- C. The principal of each school, in cooperation with parents, shall set and enforce dress and grooming standards.
- D. Any deviation to this policy for special activities shall be approved in advance by the principal.

	ENDING AUG 2024	2024-25	2024-25	Currnt Bud vs Actual
	Description	Proposed	YTD	%
	Percent of Fiscal Year completed			8%
	Percent of 9 month contract completed			0%
1	GENERAL FUND (M&O) FUND (10)			
2				
3	REVENUE:			
4	Local			
5	Property	31,750,300	379,042	1.2%
6	Tuitions	250,000	22,975	9.2%
7	Investment Earnings	1,250,000	104,147	8.3%
8	Indirect Costs	325,000		0.0%
9	Rental Fees/Building/Ft	90,000	5,577	6.2%
10	Other	990,250	13,511	1.4%
11	State	95,937,450	18,034,801	18.8%
12	Federal	5,525,000	788,690	14.3%
13	Misc./ Fund Bal	5,000	2,554	51.1%
14	TOTAL M & O			
15	REVENUE	136,123,000	19,351,297	14.2%
16	Beg Balance	1,642,130	100%	113.5%
17	Less:			
18	Ending Balance	1,722,500		
19	TOTAL M & O FUNDS			
20	available	136,042,630	19,351,297	14.2%
21				
22	EXPENDITURES:			
23	Instruction (1000)			
24	Salaries	62,490,300	4,563,779	7.3%
25	Benefits	21,205,970	2,146,430	10.1%
26	Purchased Serv.	3,824,110	324,836	8.5%
27	Supplies/Textbooks	5,385,400	808,906	15.0%
28	Equipment	1,050,000	56	0.0%
29	Other	850,000	50	0.0%
30	Total	94,805,780	7,844,057	8.3%
31				
32	Student Services (2100)			
33	Salaries	4,268,550	364,435	8.5%
34	Benefits	1,526,620	150,034	9.8%
35	Other	410,000	7,005	1.7%
36	Total	6,205,170	521,474	8.4%
37				
38	Instructional Staff (2200)			

39 Salaries	1,925,280	238,853	12.4%
40 Benefits	710,680	102,992	14.5%
41 Other	662,870	31,987	4.8%
42 Total	3,298,830	373,832	11.3%
43			
44 District Administration (2300)			
45 Salaries	462,770	86,469	18.7%
46 Benefits	215,820	42,128	19.5%
47 Purch Services	270,000	62,181	23.0%
48 Liability Insurance	218,920		0.0%
49 Supplies	65,400	6,658	10.2%
50 Other	45,500	25,709	56.5%
51 Total	1,278,410	223,144	17.5%
52			
53 School Administration (2400)			
54 Salaries	5,778,870	755,650	13.1%
55 Benefits	2,187,420	294,118	13.4%
56 Prof Serv/Travel	121,000	3,767	3.1%
57 Other	16,500		0.0%
58 Total	8,103,790	1,053,535	13.0%
59			
60 Business & Support (2500)			
61 Salaries	795,050	114,445	14.4%
62 Benefits	367,140	45,589	12.4%
63 Purchased Services	210,060	77,232	36.8%
64 Other	69,000	40	0.1%
65 Total	1,441,250	237,305	16.5%
66			
67 Operation & Maintenance (2600)			
68 Salaries	6,464,160	1,059,598	16.4%
69 Benefits	2,310,960	432,528	18.7%
70 Electricity	1,129,450	99,195	8.8%
71 Purchased Service	802,000	93,662	11.7%
72 Telephone	222,130	10,537	4.7%
73 Natural Gas	895,300	9,385	1.0%
74 Prop Insurance	345,000		0.0%
75 Repair	650,250	5,037	0.8%
76 Supplies	1,020,000	115,315	11.3%
77 Other	1,000		0.0%
78			
79 Total	13,840,250	1,825,256	13.2%
80			
81 Transportation (2700)			
82 Salaries	4,200,440	351,321	8.4%

83 Benefits	1,258,260	152,548	12.1%
84 Purch Serv	352,770	5,588	1.6%
85 Fuel	913,020	91,127	10.0%
86 Supplies	605,490	47,853	7.9%
87 Other/Property	5,000	-106,400	-2128.0%
88 Total	7,334,980	542,037	7.4%
89			
90 Community Services (3300)			
91 Salary	721,480	102,318	14.2%
92 Benefits	211,680	32,800	15.5%
93 Purchased Serv	16,450	1,206	7.3%
94 Supplies/Util	114,050	9,948	8.7%
95 Property	13,200	427	3.2%
96 Other Objects	9,800	160	1.6%
97 Desig. Fund Bal			
98 Total	1,086,660	146,859	13.5%
99 Total Expenditures	137,395,120	12,767,498	9.3%
100 Interfund Trans			
101 Change Desig Fund Bal			
102 Other/Budget Cuts			
103 TOTAL EXPENDITURERS			
104 M & O	137,395,120	12,767,498	9.29%
105			
106 School Activity Fund (21)			
107			
108 REVENUE:			
109 School Deposits	4,600,000	980,717	21.3%
110			
111 Other			
112 Total Revenue	4,600,000	980,717	21.3%
113 EXPENDITURES:			
114 Purchased Services	750,000	33,111	4.4%
115 Supplies	3,580,000	30,826	0.9%
116 Equipment/Property	250,000	12,370	4.9%
117 Desig/Other/Adm	20,000	25,767	128.8%
118 Total Expenditures			
119 School Activity	4,600,000	102,075	2.2%
120 DEBT SERVICE FUND (31)			
121			
122 REVENUE:			
123 Property Tax	3,222,550	40,962	1.3%
124 Interest	102,220	47,084	46.1%
125 Other			
126 Total	3,324,770	88,046	2.6%

127 Beginning Bal	5,896,500		0.0%
128 LESS:			
129 Ending Balance			0.0%
130 Funds Available	5,696,520		0.0%
131 EXPENDITURE:			
132 Bond Debt	3,521,250	3,020,625	85.8%
133 Fees	3,500		0.0%
134 Other Uses			
135 Total	3,524,750	3,020,625	85.7%
136 CAPITAL OUTLAY FUND (32)			
137			
138 REVENUE:			
139 Property Tax	9,140,440	118,532	1.3%
140 Interest	750,000	70,585	9.4%
141 Other	52,000	100	0.2%
142 State	45,000	71,397	158.7%
143 Federal /MBA			0.0%
144 Ins./Prop.Recry	20,000	78	0.4%
145 Total Revenue	10,007,440	260,691	2.6%
146 Lease Revenue MBA			
147 Other Sources(F50)	345,580		
148 Desig. Fund Bal			
149 TOTAL REVENUE CAPITAL			
150 OUTLAY	10,353,020	260,691	2.5%
151 Beg. Balance	15,195,160		
152 Less:			
153 Ending Balance	13,392,180		
154 Capital Outlay Funds			
155 available	12,156,000	260,691	2.1%
156 EXPENDITURES:			
157 Oper/Maint			0.0%
158 Other Equipment		134,109	0.0%
159 Purchased Services	5,000	6,000	120.0%
160 Technology/Software	2,500,000	204,694	8.2%
161 Improvement			0.0%
162 Buildings Maint	2,500,000	55,379	2.2%
163 Vehicles/Buses	510,000	-14,856	-2.9%
164 Furniture/Equip	1,600,500	202,574	12.7%
165 Other Objects/Supplies	190,000		0.0%
166 Vehicle charges	310,000		0.0%
167 Total Capital	7,615,500	453,791	6.0%
168 Other/Portables	350,000		0.0%
169 Grouse Creek	125,000		0.0%
170 Golden Spike	200,000		0.0%

171 School Small Capital	250,000		0.0%
172 HS Athletic Facilities	125,000		0.0%
173 Property/Other	1,500,000		0.0%
174 Total Construction	2,550,000		0.0%
175 Desig. F Bal			
176 MBA/Bond Fee/Fund 50	1,990,500		0.0%
177 Other			
178 TOTAL EXPENDITURES	*		
179 CAPITAL OUTLAY	12,156,000	453,791	3.7%
180			
181 SCHOOL FOOD SERVICE FUND (49)			
182			
183 REVENUE:			
184 Lunch Sales	1,200,000	12,309	1.0%
185 State	1,200,500		0.0%
186 Federal	2,575,000	33	0.0%
187 Other/Inventory Adj			0.0%
188 TOTAL REVENUE SCHOOL			
189 FOODS	4,975,500	12,342	0.2%
190 Beg. Balance	3,403,539		
191 Less:			
192 Ending Balance	2,017,789		
193 School Food Service Funds			
194 available	6,361,250	12,342	0.2%
195 EXPENDITURES:			
196 Salaries	1,950,000	131,067	6.7%
197 Benefits	550,000	63,847	11.6%
198 Food/Supplies	2,910,000	59,412	2.0%
199 Equipment	129,000	33,342	25.8%
200 Other Costs	111,500	16,969	15.2%
201 Dir/Indirect Costs	325,000		0.0%
202 TOTAL EXPENDITURES SCHOOL			
203 FOODS	5,975,500	304,638	5.1%
204			
205 Foundation Fund (75)			
206			
207 REVENUE:			
208 Total Revenue	350,000	63,755	18.2%
209 Available Revenue	350,000	63,755	18.2%
210 EXPENDITURE:			
211 Expenses	350,000	56,843	16.2%
212 Changes/Desg Fund Bal			
213 TOTAL EXPENDITURE	350,000	56,843	16.2%
214			

215	Agency Fund (76)			
216				
217	REVENUE:			
218	Agent Services	32,500	1,600	4.9%
219	State	6,000		0.0%
220	Federal	0		0.0%
221	Other	0		0.0%
222	TOTAL REVENUE/BB			
223	AGENCY FUND	38,500	1,600	4.2%
224	EXPENDITURE:			
225	Instruction	1,000	105	10.5%
226	NUCC	35,000		0.0%
227	Other	2,500	444	17.8%
228	Changes/Desg Fund Bal			0.0%
229	TOTAL EXPENDITURES			
230	AGENCY FUND	38,500	549	1.4%
231				
232				
233				SUMMARY
234				
235	GRAND TOTAL FUNDS AVAILABLE			
236	ALL FUNDS	162,136,540	20,758,449	12.8%
237	GRAND TOTAL EXPENDITURE			
238	ALL FUNDS	164,039,870	16,706,020	10.2%

Prev Bud
vs **2023-24** **2023-24**
Actual

% **YTD** **Actual**

8%

0%



0.6% **203,773** **32,194,260**

3.9% **21,308** **542,648**

5.2% **111,982** **2,170,032**

0.0% **-2,610**

6.6% **11,918** **181,846**

1.9% **29,798** **1,548,991**

18.5% **17,476,994** **94,724,699**

12.1% **1,096,168** **9,063,864**

0.0%

13.5% **18,951,942** **140,423,730**

1,642,130

13.3% **18,951,942** **142,065,860**

7.9% **4,674,083** **59,043,206**

8.5% **1,825,493** **21,515,194**

6.8% **176,303** **2,592,404**

19.8% **648,425** **3,280,254**

0.9% **2,317** **265,298**

0.0% **851,426**

8.4% **7,326,622** **87,547,781**

8.2% **377,963** **4,583,585**

8.7% **151,723** **1,749,225**

3.1% **9,796** **320,071**

8.1% **539,482** **6,652,881**

12.6%	223,848	1,781,246
14.2%	97,925	688,176
27.1%	206,138	759,454
16.3%	527,912	3,228,876

16.4%	71,593	437,687
21.6%	38,353	177,767
6.6%	19,617	296,128
0.0%	0	182,427
30.7%	15,311	49,953
77.7%	24,781	31,913
14.4%	169,654	1,175,875

14.4%	742,640	5,163,721
14.4%	285,965	1,992,425
7.1%	7,059	99,082
100.0%	14,169	14,169
14.4%	1,049,834	7,269,397

17.8%	127,409	714,792
17.1%	45,890	268,290
1.8%	3,330	180,412
-7.0%	-651	9,237
15.0%	175,978	1,172,731

16.2%	1,006,603	6,228,590
18.3%	420,789	2,297,186
7.9%	89,267	1,130,920
18.2%	121,662	670,249
16.3%	29,433	180,721
1.8%	14,988	816,578
0.0%		313,870
8.2%	47,754	582,800
22.3%	229,793	1,028,927
0.0%		350
14.8%	1,960,289	13,250,192

6.7%	264,370	3,925,597
-------------	----------------	------------------

9.7%	121,246	1,243,996
2.1%	10,175	492,284
1.3%	10,820	849,960
4.7%	26,477	559,681
0.0%		84,524
<hr/>		
6.1%	433,088	7,156,042

13.3%	104,111	781,246
15.7%	32,860	208,674
12.2%	2,853	23,437
22.0%	20,257	91,958
37.4%	4,427	11,841
16.5%	1,585	9,630

14.7%	166,093	1,126,786
<hr/>		
9.6%	12,348,952	128,580,561
		2,127

9.6%	12,348,952	128,582,688
-------------	-------------------	--------------------

19.9%	996,567	5,012,442
--------------	----------------	------------------

19.9%	996,567	5,012,442
--------------	----------------	------------------

5.3%	35,435	668,906
13.9%	596,037	4,302,974
0.0%		594
0.0%		200,133

12.2%	631,472	5,172,607
--------------	----------------	------------------

0.6%	24,278	3,835,694
10.9%	46,643	428,549
1.7%	70,921	4,264,243

0.0% **4,412,508**

0.0% **5,423,353**

90.8% **2,949,773** **3,250,398**

0.0% **3,000**

0

90.7% **2,949,773** **3,253,398**

0.6% **82,437** **13,024,313**

6.8% **75,751** **1,114,094**

5.1% **5,119** **99,423**

57.9% **900,094** **1,553,498**

0.0% **16,684**

0.0% **941,006**

6.3% **1,063,401** **16,749,018**

2,610

6.3% **1,063,401** **16,751,628**

2,638,711

1,063,401 **19,390,339**

0.0% **3,078**

0.0% **121,593**

100.0% **2,500** **2,500**

22.4% **330,881** **1,479,525**

40.0% **496,124** **1,239,136**

0.0% **1,624,060**

6.7% **222,931** **3,339,265**

0.0% **426** **340**

13.5% **1,052,861** **7,809,497**

0.0% **296,532**

279.1% **190,020** **68,080**

65.9% **373,284** **566,168**

0.0%		1,067,292
0.0%	21,712	27,911
28.9%	585,015	2,025,982

0.0%		1,906,771
		789

13.9%	1,637,876	11,743,039
--------------	------------------	-------------------

-0.5%	-7,351	1,521,093
23.3%	330,025	1,417,063
0.0%		2,632,718
0.0%		-55,095

5.9%	322,674	5,515,780
-------------	----------------	------------------

5,371,320

3.0%	322,674	10,887,100
-------------	----------------	-------------------

7.1%	142,707	2,018,213
12.2%	68,170	557,845
1.2%	32,623	2,610,555
0.0%		98,507
59.3%	58,477	98,564
0.0%		-85,512

5.7%	301,976	5,298,173
-------------	----------------	------------------

23.4%	130,372	557,267
--------------	----------------	----------------

23.4%	130,372	557,267
--------------	----------------	----------------

10.5%	33,246	316,704
		0

10.5%	33,246	316,704
--------------	---------------	----------------



6.6%	1,525	23,250
0.0%		4,517
0.0%		0
0.0%		0

5.5%	1,525	27,767
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100.0%	105	105
0.0%		33,971
6.8%	237	3,465
0.0%		

0.9%	342	37,541
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SUMMARY

21,537,402

92%

17,903,637

POLICY 2135

Capital Outlay Reporting:
School Plant Capital Outlay Report

~~A. School Plant Capital Outlay Report~~

- ~~1. The district shall prepare and submit an annual school plan capital outlay report to the state auditor on or before the date designated by the state auditor and according to requirements established by the state auditor.~~

~~Utah Code § 53E-3-705 2021)~~

POLICY 1036

Board Member Conflict of Interest: ~~Board Member and Employee~~

A. Private, Controlled, or Protected Information

1. Board Members may not:

- a. Accept employment or engage in any business or professional activity that the member might reasonably expect would require or induce the member to improperly disclose controlled information gained by reason of being a member of the Board.
- b. Disclose or improperly use controlled, private or protected information acquired by reason of membership on the Board or in the course of official duties for the member's or another's private gain or benefit.
- c. Use or attempt to use the member's position on the Board to substantially further the member's economic interest or to secure special privileges or exemptions for the member or others.
- d. Accept other employment that the member might expect would impair the member's independence of judgment in performing the member's public duties.
- e. Accept other employment that the member might expect would interfere with the ethical performance of the member's duties.

[Utah Code § 67-16-4 \(2018\)](#)

~~B. Purpose: The purpose of this policy is to set forth standards of conduct for Board Members and employees of the Box Elder District in areas where there are actual or potential conflicts of interest between their public duties and their private interests. This policy is intended to strengthen public confidence in the district and its employees. The policy is based on state law, Utah Code § 67-16.~~

~~C. Holding Public Office~~

- ~~1. District employees may not serve as members of the Board. District employees may serve as members of the governing bodies of other school districts (other than those in which they are employed), cities, towns, or other local governmental districts.~~

~~Utah Code § 20A-14-202(4) (2022)~~

~~D. School Supplies~~

- ~~1. Employees may provide goods or services to the District consistent with State Procurement (Utah Code 63G-6a-506 and Utah Admin. Code R33-5) and this policy. If a District or school administrator solicits a project from an employee, documentation of the project shall include at least one phone quote for a comparable product, if possible, and the employee shall complete the project using his own equipment and time. In the alternative, and if appropriate, a District/school administrator may include the project in the employee's scope of work, may pay a reasonable stipend for the extra work, and the employee may use school equipment and/or time to complete the project.~~
- ~~2. The District/school administrator must always consider if the project is readily available from a local business at a comparable price before requesting the product from the employee.~~
- ~~3. In making these decisions, both administrator and employee must act consistent with the Public Officers' and Employees' Ethics Act, Utah Code 67-16.~~

~~E. Private, Controlled, or Protected Information~~

- ~~1. District employees may not:
 - ~~a. Accept employment or engage in any business or professional activity that the employee might reasonably expect would require or induce the employee to improperly disclose controlled information that the employee has gained by reason of the employee's position.~~
 - ~~b. Disclose or improperly use controlled, private or protected information acquired by reason of the employee's official position or in the course of official duties for the employee's or another's private gain or benefit.~~
 - ~~c. Use or attempt to use the employee's position with the District to substantially further the employee's economic interest or to secure special privileges or exemptions for the employee or others.~~
 - ~~d. Accept other employment that the employee might expect would impair the employee's independence of judgment in performing the employee's public duties.~~~~

~~e.—Accept other employment that the employee might expect would interfere with the ethical performance of the employee's duties.~~

[Utah Code § 67-16-4 \(2018\)](#)

F. Accepting Gifts, Compensation or Loan

1. No ~~Board Member District employee~~ shall knowingly receive, accept, take, seek, or solicit, directly or indirectly, any gift, compensation, or loan for the ~~member employee~~ or another if:
 - a. It would tend to influence someone in the ~~member's employee's~~ position in the discharge of employment duties;
 - b. The ~~member employee~~ knows or someone in the ~~member's employee's~~ position should know it is a reward for the ~~member's employee's~~ action; or
 - c. The ~~member employee~~ recently has been, or is now, or in the near future may be involved in any governmental action directly affecting the donor or lender, unless a disclosure of the gift, compensation, or loan and other relevant information has been made in the manner provided below captioned "Receiving Compensation for Assistance in Transaction Involving a ~~State Government Agency~~."
2. This section does not apply to the following:
 - a. An occasional non-pecuniary gift having a value of not in excess of \$50.00;
 - b. An award publicly presented in recognition of public services;
 - c. Any bona fide loan made in the ordinary course of business by an institution authorized by the laws of this state or any other state to engage in making such loans.
 - d. A political campaign contribution if the contribution is actually used in a political campaign of the recipient ~~District Board Member employee~~.

[Utah Code § 67-16-5 \(2014\)](#)

G. Receiving Compensation for Assistance in Transaction ~~Involving a Government Agency~~

1. ~~Involving a State Agency~~
 - a. ~~A "government agency" is any department, division, agency, commission, board, council, committee, authority or any other institution of the state or any of its~~

- political subdivision, including the District and Board of Education. No Board Member or District employee shall receive or agree to receive compensation for assisting any person or business entity in any transaction involving a state agency unless the District employee files with the Superintendent, the state attorney general's office, and the head of the agency with which the transaction is being conducted a sworn written statement containing the following information:
- 1) The name and address of the employee.
 - 2) The name of the District.
 - 3) The name and address of the person or business entity being or to be assisted.
 - 4) A brief description of the transaction as to which service is rendered or is to be rendered and of the nature of the service performed or to be performed.
- b. The sworn statement shall be filed within 10 days after the date of any agreement between the District employee and the person or business entity being assisted or the receipt of compensation, whichever is earlier.
- c. The Superintendent shall post the sworn statement on the District's website and ensure that it remains on the website while the Board members remains in office

[Utah Code § 67-16-6 \(2014\)](#)

H. Annual Conflict of Interest Disclosure

1. Unless the Board member or employee is required to file a conflict of interest disclosure statement because of holding another position, each Board Member or employee shall prepare and submit to the Superintendent a written conflict of interest disclosure statement between January 1 and January 31 of each year the Board Member is in office or the employee is employed with the District. ~~A written statement shall be filed annually with the Superintendent by all Board Members, superintendent, business administrator, facilities administrator, coordinators of school lunch, purchasing and transportation, and any other district employee who:~~

[Utah Code § 67-16-16\(1\) \(2024\)](#)

2. The written conflict of interest statement shall include each item of information required by [Utah Code § 20A-11-1604\(4\)](#).

[Utah Code § 20A-11-1604\(4\) \(2022\)](#)

Utah Code § 67-16-16(1)(a) (2024)

3. The Superintendent shall post an electronic copy of the conflict of interest disclosure statement on the District's website within 10 business days of receipt from the Superintendent and provide the lieutenant governor with a link to the posting. The Superintendent shall ensure that the disclosure remains posted on the District's website while the Board member remains in office. If the Board member is not required to submit the disclosure statement to the Superintendent because the Board member is required to file a conflict of interest disclosure statement because of holding another position, the Superintendent shall post a link to the Board member's disclosure on the District website and shall provide the lieutenant governor with a copy of the link.

Utah Code § 67-16-16(2), (7) (2024)

4. If the Superintendent determines that a Board member has not timely submitted a conflict of interest disclosure statement or that the statement does not meet the statutory requirement, the Superintendent shall notify the Board member within five days and direct the Board member to submit an statement or an amended statement correcting the problem. If the statement or corrected statement is not submitted within seven days after the Superintendent's notice, the Superintendent shall report the violation to the Utah Attorney General and shall impose a civil fine of \$100 against the Board member. Any such fine shall be deposited into the District's general fund as a dedicated credit to pay for the costs of administering the disclosure requirement.

Utah Code § 67-16-16(3)-(6) (2024)

- ~~5. Accepts other employment that he or she might expect would impair his or her independence of judgment in the performance of his or her public duties; or would interfere with the ethical performance of his or her public duties.~~
 - ~~6. Accepts any gift, compensation, or loan that comes because of past, present, or future action directly affecting the donor. (An award publicly presented in recognition of public services or a non-pecuniary gift of less than \$50.00 value is not prohibited.)~~
 - ~~7. Initiates business dealings on behalf of the district with any business or individual from whom the board member or employee receives compensation or gifts in any form.~~
- ~~I. Statements filed with the superintendent under "C" above, shall be signed by the Board Member or district employee and contain:~~
- ~~1. The name and address of the board member or district employee involved;~~

- ~~2. The name and address of the person or business entity with whom a conflict of interest may exist;~~
- ~~J. A brief description of the board member's or employee's involvement or interest with the individual or business entity named.~~
- ~~K. The statement shall be filed within ten days or the earlier of:~~
- ~~1. The date of any agreement between the board member or district employee and the person or business entity being assisted or;~~
 - ~~2. The receipt of compensation from that entity.~~
 - ~~3. The statement is public information and shall be available for examination by the public.~~
- ~~L. Penalties for violation of this policy may include removal from office, dismissal from employment, and/or criminal prosecution. Additionally, the school district may rescind or void any contract or subcontract entered into as a result of actions prohibited under this policy, and do so without returning any part of the consideration that the district may have received.~~

POLICY 1040

Board Member Elections and Redistricting

- A. No more than four members may be elected to the Board in any election year, unless otherwise required as a consequence of redistricting or appointment to fill a vacancy under [Utah Code § 20A-14-202\(1\)\(h\) \(2022\)](#).
- B. An individual may become a candidate for a local school board by filing a declaration of candidacy. Election of a local school board member shall be in accordance with [Utah Code § 20A-14](#). Filings required by [Utah Code § 20A-9-202](#) shall be made in the county clerk's office.
- C. The term of office for an elected member is four years, beginning on the first Monday in January following the election, except as provided in [Utah Code § 20A-14-203\(2\) \(2022\)](#). A member shall serve until a successor is elected or appointed and qualified.

[Utah Code § 20A-14-203\(2\) \(2022\)](#)

- D. A member shall qualify to serve upon taking and signing the constitutional oath of office:
1. "I do solemnly swear (or affirm) that I will support, obey and defend the constitution of the United States and the Constitution of Utah, and that I will discharge the duties of my office with fidelity."

[Utah Constitution Art. IV, Sec. X](#)
[Utah Code § 53G-4-201 \(2019\)](#)
[Utah Code § 20A-14-202\(3\) \(2022\)](#)

- E. After the board member has taken and signed the oath of office, the oath shall be filed with the business administrator of the District.

[Utah Code § 20A-14-202\(4\) \(2022\)](#)

- F. Redistricting does not cut short board member terms

1. Redistricting does not affect the right of any school board member to complete the term for which the member was elected, **except as may be required for redistricting following creation of a new school district.**

[Utah Code § 20A-14-201\(5\) \(2024\)](#)

G. Representation of school board districts after redistricting

1. If after redistricting only one board member whose term extends beyond redistricting lives within a local school board district, that board member shall represent that school board district.
2. If after redistricting two or more members whose terms extend beyond redistricting live within a local school board district, the members involved shall select one member by lot to represent that school board district.
 - a. The other members shall serve at-large for the remainder of their terms.
 - b. Notwithstanding the number of board members otherwise established by law, the at-large board members shall serve in addition to the designated number of board members for the board in question for the remainder of their terms.
3. If after redistricting there is no board member living within a local school board district whose term extends beyond redistricting, the seat for that school board district shall be treated as vacant and filled as provided in [Policy 1032 Vacancies on the Board](#).

[Utah Code § 20A-14-201\(6\) \(2024\)](#)

H. Adjustment of term lengths because of redistricting

1. If, before an election affected by redistricting, the county or municipal legislative body that conducted the redistricting determines that one or more members must be elected to terms of two years to meet this part's requirements for staggered terms, the legislative body shall determine by lot which of the local school board districts will elect members to two-year terms and which will elect members to four-year terms. All subsequent elections are for four-year terms.

[Utah Code § 20A-14-201\(7\) \(2024\)](#)

POLICY 1070

Board Meeting Procedures

- A. "Meeting" means a gathering of the Board with a quorum present that is convened by an individual with authority to convene the Board and following the Board's process for convening and for the express purpose of acting as the Board to receive public comment about, deliberate about, or take action on a relevant matter. A "relevant matter" is one which is within the scope of the authority of the Board but does not include a managerial or operational matter. Members of the Board constituting a quorum may not act together in a concerted and deliberate way outside a meeting of the Board to predetermine an action to be taken by the Board at a meeting on a relevant matter. ~~the convening of the Board with a quorum present, whether in person or by means of electronic equipment, for the purpose of discussing, receiving public comment about, or acting upon a matter over which the Board has jurisdiction, including a workshop or executive session. However, a "meeting" does not include a chance or social gathering; or meetings where no funds are appropriated for expenditure and board members are convened solely to discuss administrative or operational matters which do not require formal action or would not come before the Board for discussion or action.~~

[Utah Code § 52-4-103\(5\)\(11\) \(2024\)](#)

[Utah Code § 52-4-208\(1\) \(2024\)](#)

B. Rules of Order and Procedure

1. The Board of Education shall adopt Rules of Order and Procedure to govern a public meeting of the Board of Education. The Rules of Order and Procedure shall include a set of policies that govern and prescribe in a public meeting:
 - a. Parliamentary order and procedure;
 - b. Ethical behavior; and
 - c. Civil discourse.
2. After adopting the Rules of Order and Procedure, the Board of Education shall:
 - a. Conduct its public meeting in accordance with the Rules of Order and Procedure adopted by the Board of Education; and

- b. Make the Rules of Order and Procedure available to the public at each meeting of the Board of Education, and on the District's public website.

[Utah Code § 53G-4-202\(1\)\(c\), \(2\) \(2019\)](#)

3. Upon a two-thirds vote, the Board of Education may expel a member of the Board from an open public meeting of the Board for:
 - a. Disorderly conduct at the meeting;
 - b. The member's direct or indirect financial conflict of interest regarding an issue discussed at or action proposed to be taken at the meeting; or
 - c. Commission of crime during the meeting; or
 - d. Other reasons that have been adopted by the Board.

[Utah Code § 53G-4-202\(5\) \(2019\)](#)

C. Open to the Public

1. Every meeting of the Board shall be open to the public unless closed pursuant to [Utah Code §§ 52-4-204 \(2018\), 52-4-205 \(2019\), and 52-4-206 \(2018\)](#). With the exception of those topics identified for a closed session, the Board shall deliberate and take action openly.

[Utah Code § 52-4-201\(1\)\(a\) \(2024\)](#)

D. Public Comment

1. At open meetings other than work sessions or emergency meetings, the Board will receive verbal and written comments from the public on topics which are germane to the Board's authority. Written comments can be submitted by sending them through email to the Superintendent before the meeting or by hand delivering them to District staff members at the meeting. Written comments will not be read at the meeting but will be provided to the members of the Board and will be included in the meeting minutes. Verbal comments at the meeting shall be received from members of the public who sign up prior to the time for public comment and will be taken in the order that individuals sign up. Each individual will be allowed up to 3 minutes to provide comments to the Board. The Board's agenda will specify the amount of time for public comment, which will generally be between 30 minutes and 1 hour.

[Utah Code § 52-4-201.3 \(2023\)](#)

2. By allowing public comment, the Board does not endorse any such comment. Therefore, persons providing comment bear any and all legal liability which may arise under governing law from making such comments. For example, defamatory comments about specific individuals may expose the commenter to legal liability from those individuals; similarly, threats of violence towards other individuals may expose the commenter to prosecution.
3. The public comment period is to allow members of the public to provide input to the Board in its capacity as a legislative body. The public comment period is not a forum for discussion or debate between the Board and members of the public. The Board does not engage in discussion during public comments, but may later follow up on comments made during public comment.

E. Public Hearing

1. A public hearing is an open meeting at which members of the public are given a reasonable opportunity to comment on a subject of the meeting. The Board shall hold a public hearing when considering whether to close a school **or special enrollment program** or change the boundaries of a school **or location of a special enrollment program**, when submitting a ballot issue regarding bond authorization or a tax increase, when considering the adoption of the District budget, before authorizing issuance of bonds, and when considering changes to the Board member compensation schedules, as required by statute.

[Utah Code § 11-14-103\(6\) \(2024\)](#)
[Utah Code § 11-14-318 \(2023\)](#)
[Utah Code § 53G-4-402\(24\) \(2024\)](#)
[Utah Code § 53G-7-303\(2\) \(2019\)](#)
[Utah Code § 53G-4-204\(2\) \(2023\)](#)
[Utah Code § 59-1-1605 \(2016\)](#)

F. Interference with Conduct of Board Meetings

1. Those in attendance at Board meetings are prohibited from interfering with the conduct of the meeting by demonstrations, whether audible or visual or by conduct. Those who do not abide by Board procedures for orderly presentation of comments when permitted may be asked to leave or the Board may use appropriate legal means to remove those disrupting the meeting.
2. Distribution of handbills, flyers, or other printed materials by members of the public is prohibited during Board meetings. Similarly, members of the public may not circulate petitions or similar requests for participation during a Board meeting.

G. Public recording

1. All or any part of the proceedings in any open board meeting may be recorded by any person in attendance provided that the recording does not interfere with the conduct of the meeting.

[Utah Code § 52-4-203\(5\) \(2024\)](#)

H. Attendance by Local Government Representatives

1. An interested mayor or interested county executive (or their designees) may attend and participate in the board's discussions in the open portions of the Board's meetings. An "interested mayor" is the mayor of the municipality which is partly or entirely within the boundaries of the school district. An "interested executive" is the county executive or county manager of a county with unincorporated area within the boundary of the school district. These local government officials may not vote on any issue before the Board and their participation is subject to the Board President's authority to regulate the conduct of the meeting.
2. An interested mayor or interested county official may attend a closed meeting of the Board if invited by the Board. Where the closed meeting is held to discuss disposition or acquisition of real property, an interested mayor or interested county official may attend if invited by the Board and if the mayor or county executive does not have a conflict of interest with respect to the disposition or acquisition.

[Utah Code § 53G-7-208\(3\)\(a\) \(2019\)](#)

I. Quorum

1. A majority of the members of the Board shall constitute a quorum for meetings of the Board.

[Utah Code § 52-4-103\(9\) \(2024\)](#)

[Utah Code § 53G-4-203\(5\) \(2019\)](#)

J. USBA/NSBA Training session for the Board members

1. In the event the Board or any of its members meet with representatives of the Utah School Boards Association (USBA)/National School Board Association (NSBA) for the purpose of receiving or participating in instruction regarding Board functions or activities, and not for the purpose of discussing or acting upon a subject over

which the Board has jurisdiction, the Board is not required to comply with the Utah Open and Public Meetings Act, [Utah Code § 52-4-101 et seq.](#)

2. If more than two Board members are present in such meetings, the Board members shall not discuss or act upon any specific matter over which it has jurisdiction. Board members will discuss only matters relative to the instruction they receive from USBA/NSBA representatives.
3. If Board members determine in an instructional meeting with representatives of USBA/NSBA that there is a need to discuss or act upon a subject over which the Board has jurisdiction, then the Board and its members must comply with the Open and Public Meetings Act, [Utah Code § 52-4-101 et seq.](#), prior to discussing or acting upon such matters.

POLICY 1072

Board Meetings: Notice Requirements

A. Public Notice of Annual Meeting Schedule

1. At least once each year, the Board shall give public notice of its annual meeting schedule. The notice shall specify date, time, and place of such meetings.

[Utah Code § 52-4-202\(2\) \(2023\)](#)

B. Notice of Specific Meetings

1. The Board shall provide public notice of each meeting at least 24 hours in advance of each meeting; such notice shall include the agenda, date, time, and place of the meeting.

[Utah Code § 52-4-202\(1\) \(2023\)](#)

C. Action Limited to Meeting Agenda

1. Where a meeting agenda must be included in the required public notice of a Board meeting, that agenda shall be sufficiently specific to notify the public of the topics to be considered at the Board meeting. To be sufficiently specific, the agenda shall at least list each anticipated topic under an agenda item in a manner which identifies the subject of discussion and if known the nature of the Board action being considered on the subject. The Board may not consider the topic in an open meeting which was not listed under an agenda item and included with the advance public notice of the meeting, except that if an unlisted topic is raised by the public during an open meeting the Board may, at the discretion of the presiding Board member, discuss the topic but may not take any final action on the topic during the meeting. This limitation may not apply to an emergency meeting where the requirements for holding and giving the best practicable notice of such a meeting have been met.

[Utah Code § 52-4-202\(6\) \(2023\)](#)

2. When the Board is meeting to conduct a public hearing with respect to adopting the budget or levying a tax rate which exceeds the certified tax rate, the Board's agenda must be limited to the hearing(s) and discussion and action on those items. (If the Board holds another meeting on the same date to address general business items,

the other meeting must conclude before the meeting on the budget and/or tax rate levy.)

[Utah Code § 59-2-919\(8\)\(b\)\(i\)\(B\), \(e\) \(2024\)](#)

D. Giving Notice of Meeting

1. Public notice of each Board meeting and of the Board's annual meeting schedule shall be given for at least 24 hours by:
 1. Posting written notice at the local Board of Education office;
 2. Posting notice on the Utah Public Notice Website; and,
 3. Posting notice on the [District's website, https://www.besd.net/](https://www.besd.net/).
4. Notice of each Board meeting shall also be given to each mayor or interested county executive (or their designee). An "interested mayor" is the mayor of a municipality that is partly or entirely within the boundaries of the school district. An "interested county executive" is the county executive or county manager of a county with unincorporated area within the boundaries of the school district. This notice shall be provided by mail, email, or other effective means agreed to by the person to receive notice.

[Utah Code § 52-4-202\(3\), \(4\) \(2023\)](#)

[Utah Code § 63G-30-102\(1\) \(2023\)](#)

[Utah Code § 53G-7-208\(3\)\(e\) \(2019\)](#)

E. Emergency Meeting

1. In case of emergency or urgent public necessity which renders it impractical to give the notice identified in the paragraphs above, the best notice practicable shall be given of the time and place of the meeting and of the topics to be considered at the meeting. No such emergency meeting of the Board shall be held unless an attempt has been made to notify all of its members and a majority of the members vote in the affirmative to hold the meeting.

[Utah Code § 52-4-202\(5\) \(2023\)](#)

F. Annual Budget Meeting Notice

1. In addition to complying with the aforementioned public notice requirements, in regards to the budget hearing, the Board shall do the following:

- a. Publish the required newspaper advertisement and/or electronic newspaper advertisement (see [Utah Code § 45-1-101 \(2023\)](#)) and the required Utah Public Notice Website advertisement at least ten days before the day on which the hearing is held
 - 1) The public hearing notice will include information on how the public may access the proposed budget.
- b. File a copy of the proposed budget with the Board's business administrator for public inspection; and
- c. Post a copy of the proposed budget on the [District's website](#).
- d. In addition, if the proposed budget includes a tax rate in excess of the certified tax rate, or if the Board meeting is required to consider whether to adopt a tax rate in excess of the certified tax rate, the Board shall provide the notices and schedule the meeting as required by [Utah Code § 59-2-919](#).

[Utah Code § 53G-7-303\(2\) \(2019\)](#)

[Utah Code § 53F-8-201\(3\) \(2019\)](#)

[Utah Code § 59-2-919 \(2024\)](#)

G. **Bond or Tax Increase Election Hearing Notice**

1. In addition to complying with the aforementioned public notice requirements, if the Board is meeting under the [Transparency of Ballot Propositions Act](#) to hear arguments for or against a ballot proposition to authorize issuance of bonds or to increase taxes, the Board must post notice of the time, date, and place of the meeting (along with the arguments for and against the proposition):
 - a. On the Statewide Electronic Voter Information Website for 30 consecutive days before the election on the proposition;
 - b. On the [District's website](#) in a prominent place for 30 consecutive days before the election on the proposition;
 - c. If the District publishes a newsletter or other periodical, in the next scheduled edition before the election on the proposition.

[Utah Code § 59-1-1604\(5\) \(2016\)](#)

[Utah Code § 59-1-1605 \(2016\)](#)

- d. The meeting must begin at or after 6:00 p.m.

[Utah Code § 59-1-1605\(3\)\(b\) \(2016\)](#)

H. **Bond Issuance Hearing Notice**

1. In addition to complying with the aforementioned public notice requirements, if the Board is meeting to consider authorizing issuance of bonds under the Local Government Bonding Act, it shall publish notice of the intent to issue bonds on the Utah Public Notice Website in the same manner as a meeting notice as set forth above for at least 14 days before the public hearing on the bond issuance as required by [Utah Code § 11-14-318](#). The notice shall give notice that the hearing will be held to receive input from the public respecting the issuance of the bonds and the potential economic impact that the proposed improvement, facility, or property that the bonds will fund will have on the private sector.

[Utah Code § 11-14-318 \(2023\)](#)

[Utah Code § 63G-30-102\(1\) \(2023\)](#)

I. **Lease Revenue Bond Notices**

1. In addition to complying with the aforementioned public notice requirements, before issuing a lease revenue bond for more than \$10,000,000, the Board shall (1) make the required meeting statement, (2) publish notice of the proposed issuance of the lease revenue bond and notice of the related public hearing, and (3) hold a public hearing on the proposed issuance. The hearing shall be conducted as provided in [Utah Code § 11-14-103\(6\) \(2024\)](#) for lease revenue bonds.
2. The required meeting statement must be made during a meeting at least 14 days before the public hearing and the Board's agenda must have a separate item for the Board statement. The statement must indicate the Board's intent to issue a lease revenue bond and the purpose and estimated amount of the bond.
3. The notice must provide the date, time, place, and purpose of the public hearing. The notice must clearly state that the Board intends to issue a lease revenue bond, explain the purpose, proposed amount, and length of term of the bond and the annual amount that will be required to be paid in principal and interest. The notice must identify the intended lessee of the facility to be constructed using the proceeds from the bond and the expected amount of lease payments that the lessee will pay. The notice must include a statement substantially as follows: "This proposed lease revenue bond commits money from future property tax and income tax revenue allocated to the school district. Additionally, a lease revenue bond generally has a higher interest cost than a voter-approved general obligation bond." The notice shall meet the format requirements set forth in [Utah Code § 11-14-103\(6\)\(e\)\(iv\)\(A\)](#). The

notice shall be published in a newspaper or newspapers of general circulation in the District once each week for the two weeks before the public hearing on the bond issuance and may not be placed in the portion of the newspaper where legal notices and classified advertisements appear. The notice shall also be published electronically on the public notice website established under [Utah Code § 45-1-101](#) for at least two weeks before the public hearing on the bond issuance. The notice shall also be published as a class A notice for at least two weeks before the public hearing on the bond issuance (posted at the Board of Education office, posted on the Utah Public Notice Website, and posted on the District's website).

[Utah Code § 11-14-103\(6\) \(2024\)](#)

[Utah Code § 45-1-101 \(2023\)](#)

[Utah Code § 63G-30-102\(1\) \(2023\)](#)

J. Budget Appropriation Increase Meeting Notice

1. In addition to complying with the aforementioned public notice requirements, if the Board is meeting to consider a request to increase a budget appropriation, it shall publish the required newspaper notice and notice under [Utah Code § 45-1-101](#) of such meeting at least one week prior to the hearing.

[Utah Code § 53G-7-305\(6\)\(b\) \(2019\)](#)

K. School Closure or Boundary Change Hearing Notice

1. In addition to complying with the aforementioned public notice requirements, if the Board meeting is either to hold a public hearing regarding closing one or more schools or changing the attendance area boundaries for one or more schools, or to take such action, the additional notice requirements set out in [Policy 1210 School Closures and Boundary Changes](#) must also be met.

[Utah Code § 53G-4-402\(24\) \(2024\)](#)

L. Board Member Compensation Hearing Notice

1. In addition to meeting the aforementioned public notice requirements, if the Board is meeting to consider adopting a new Board member compensation schedule or schedules, or to consider amending an existing compensation schedule or schedules, the notice of the meeting with public hearing shall be given for at least seven days before the meeting

[Utah Code § 53G-4-204\(3\) \(2023\)](#)

POLICY 2001

Fiscal Management Goals

- A. The Board recognizes that its primary purpose is to provide the best education possible within the limits of the financial ability of the school district. The Board also recognizes its deep responsibility to the citizens of the district for the efficient use of public funds. To achieve these purposes, the Board establishes the following fiscal management goals:
1. To engage in thorough advance planning, with broad-based staff and community involvement, to develop budgets and guide expenditures to achieve the greatest educational benefit possible.
 2. To pursue all practical and legal sources of public and private funding.
 3. To use the best and most efficient techniques for budgeting, accounting, purchasing, and reporting. This includes program accounting, cash handling, expenditures, fundraising, donation and gifts, and financial reporting and training. (These areas are covered in other policies and procedures.) [R277-113-5](#)
 4. To work with state legislature, state board of education, and other appropriate agencies to establish and maintain levels of funding adequate to provide quality education.
 5. To establish fiscal policies and procedures which shall address all applicable state and federal statutes and regulations. These may have different components, specificity, and levels of complexity for the District's elementary and secondary schools. They may reference specific training manuals or other resources that provide detailed descriptions of business practices which are too lengthy or detailed to include in the policy. The District's fiscal policies shall at a minimum address
 - a. Program accounting,
 - b. Cash handling,
 - c. Expenditures,
 - d. Fundraising,
 - e. Donations and gifts, and

f. Financial reporting.

[Utah Admin. Rules R277-113-5\(4\), \(5\), \(6\), \(8\), \(9\) \(August 7, 2024\)](#)

6. To regularly review its fiscal policies and procedures. The District shall develop and follow a plan for annual training of District employees on policies and procedures specific to job function.

[Utah Admin. Rules R277-113-5\(1\), \(2\) \(August 7, 2024\)](#)

7. To make fiscal policies and procedures available at the District Office, at individual District schools, and on the District's website.

[Utah Admin. Rules R277-113-5\(3\) \(August 7, 2024\)](#)

B. All budget and other fiscal processes will conform to all state laws, rules, and requirements set forth by constitution, statute, state rules, and Board policy.

C. District Reporting

1. Definitions

a. "Generally Accepted Accounting Principles" ("GAAP") means a common framework of accounting rules and standards for financial report promulgated by ~~either FASB or GASB, as applicable to the district.~~

~~b. "Financial Accounting Standards Board" ("FASB") means the board whose purpose is to establish GAAP for nongovernmental entities within in the United States.~~

c. "Governmental Accounting Standards Board" ("GASB") means the board whose purpose is to establish GAAP for state and local governments within the United States.

d. "Generally Accepted Auditing Standards" ("GAAS") a set of auditing standards and guidelines promulgated by the Auditing Standards Board of the American Institute of Certified Public Accountants.

e. "Generally Accepted Government Auditing Standards" ("GAGAS") means a set of auditing standards and guidelines promulgated by the Government Accountability Office.

[Utah Admin. Rules R277-113-2\(5\) – \(9\) \(August 7, 2024\)](#)

2. The District shall arrange for external audits of District financial reporting, compliance, and performance in accordance with GAAS and GAGAS. The District's financial reporting shall be done in a manner consistent with the basis of accounting as required by GAAP, as applicable to the District. ~~Beginning with state fiscal year 2021,~~ The basis for accounting shall be GASB. The District shall provide data and information consistent with budgeting, accounting (including the uniform chart of accounts for local education agencies), and auditing standards for Utah local educational agencies provided online annually by the State Superintendent.

[Utah Admin. Rules R277-113-5\(9\)\(e\) \(August 7, 2024\)](#)

POLICY 2182

School Safety

A. Safety Needs Assessment

1. Unless an exception or modification is granted by the state security chief, the District shall ensure that a school safety needs assessment is conducted by December 31, 2024, for each school in the District. A school's assessment is conducted by the school safety specialist in collaboration with the county security chief or designee. The assessment will follow the form or process created by the state security chief and will determine needs and deficiencies regarding (1) appropriate school safety personnel (including necessary supports, training, and policy creation for personnel), (2) physical building security and safety (including required upgrades to facilities and safety technology), and (3) the school's current threat and emergency response protocols (including any emergency response agreements with local law enforcement). The District shall report the results of each school safety needs assessment to the state security chief and the School Safety Center.

[Utah Code § 53G-8-701.5\(1\)\(a\)-\(c\), \(3\) \(2024\)](#)

B. Safety Personnel

1. Unless an exception or modification is granted by the state security chief, the District shall appoint or designate school safety personnel as required by statute and according to the timeline established by the state security chief. The personnel shall include a school safety and security director for the District, a school safety and security specialist for each school campus, and (for each school and based on the results of the school safety needs assessment) at least one school resource officer or school guardian or armed school security guard.

[Utah Code § 53G-8-701.5\(2\), \(3\) \(2024\)](#)

[Utah Code § 53G-8-701.8\(1\) \(2024\)](#)

2. School Safety and Security Director

- a. The District school safety and security director is the District point of contact for the county security chief, local law enforcement, and the state security chief. The school safety and security director:
 - 1) Shall collaborate and maintain effective communications with local law enforcement, the county security chief, the District, and school-based behavioral and mental health professionals to ensure adherence with all

policies, procedures, protocols, rules, and regulations relating to school safety and security;

- 2) Shall, as applicable, coordinate security responses among school safety and security specialists, school resource officers, armed school security guards, and school guardians;
- 3) If the school safety and security director is a District employee, shall be a member of the multidisciplinary team;
- 4) Shall have a valid concealed carry firearm permit; and
- 5) Shall complete the training requirements for school guardians, for school resource officers, and for armed school security guards.

[Utah Code § 53G-8-701.5\(2\)\(b\) \(2024\)](#)

[Utah Code § 53G-8-701.8\(2\) \(2024\)](#)

[Utah Code § 53-22-105\(1\)\(a\), \(b\), \(d\) \(2024\)](#)

[Utah Code § 53G-8-702 \(2024\)](#)

[Utah Code § 53G-8-703\(4\)\(a\)\(ii\) \(2024\)](#)

[Utah Code § 53G-8-213\(1\)\(a\) \(2024\)](#)

- b. The school safety and security director does not have authority to act in a law enforcement capacity. The director may take actions necessary to prevent or abate an active threat and may temporarily detain an individual when the director has reasonable cause to believe the individual has committed or is about to commit a forcible felony. Except during an active threat, if the director is carrying a firearm on school grounds it shall be carried in a concealed manner and may not be displayed or open carried.

[Utah Code § 53G-8-701.6\(2\), \(4\) \(2024\)](#)

[Utah Code § 53G-8-701.5\(2\)\(c\) \(2024\)](#)

3. The school safety and security specialist:

- a. Reports directly to the principal;
- b. Oversees school safety and security practices to ensure a safe and secure school environment for students and staff;
- c. Ensures adherence with all policies, procedures, protocols, rules, and regulations relating to school safety and security through collaborating and maintaining effective communications with, as applicable:

- 1) The principal;
 - 2) School staff;
 - 3) The school resource officer;
 - 4) The armed school security guard;
 - 5) The school guardian;
 - 6) Local law enforcement;
 - 7) The county security chief;
 - 8) The school safety and security director;
 - 9) The District; and
 - 10) School-based behavioral and mental health professionals;
- d. In collaboration with the county security chief or designee:
- 1) Conducts the school safety needs assessment; and
 - 2) Conducts a building safety inspection at least annually using the results of the school safety needs assessment to recommend and implement improvements to school facilities, policies, procedures, protocols, rules, and regulations relating to school safety and security;
- e. Serves as a member of the multidisciplinary team;
- f. When deemed necessary by the specialist, conducts a behavioral threat assessment using an evidence-based tool recommended by the state security chief;
- g. Monitors and regularly reports to the principal, local law enforcement, and the Superintendent or designee security risks for the school resulting from either issues with school facilities or the implementation of practices, policies, procedures, and protocols relating to school safety and security;

- h. Coordinates with local first responder agencies to implement and monitor safety and security drills in accordance with policy and applicable procedures and protocols;
- i. Ensures that school staff and, when appropriate, students, receive training on and remain current on the school's safety and security procedures and protocols;
- j. Following an event where security of the school has been significantly compromised, organizes a debriefing regarding strengthening school safety and security practices, policies, procedures and protocols with (as applicable):
 - 1) The principal;
 - 2) School staff;
 - 3) The school resource officer;
 - 4) The armed school security guard;
 - 5) The school guardian;
 - 6) Local law enforcement;
 - 7) The county security chief;
 - 8) The school safety and security director;
 - 9) The District; and
 - 10) School-based behavioral and mental health professionals;
- k. Abides by District, school, and law enforcement policy outlining the chain of command;
- l. During an emergency and as applicable, coordinates with the:
 - 1) School resource officer;
 - 2) School guardian;
 - 3) Armed school security guards;
 - 4) School administrators; and

- 5) Responding law enforcement officers;
- m. Follows District, school, and law enforcement student privacy policies (including state and federal privacy laws);
- n. Participates in annual training selected by the state security chief; and
- o. Remains current on:
 - 1) A comprehensive school guideline selected by the state security chief;
 - 2) The duties of a school safety and security specialist; and
 - 3) The school's emergency response plan.

[Utah Code § 53G-8-701.6\(3\) \(2024\)](#)
[Utah Code § 53G-8-213\(1\)\(a\) \(2024\)](#)

4. School guardian

- a. A school guardian is a school employee who meets the eligibility requirements and has been approved to be a school guardian by the school's principal (or the Superintendent if a principal applies to be a guardian). A school may designate more than one school guardian. An employee's school guardian status may be revoked at any time by the school principal, county sheriff, or state security chief.

[Utah Code § 53-22-105\(3\), \(8\), \(14\) \(2024\)](#)

- b. A school employee may volunteer to be a school guardian if the employee's regular work duties and responsibilities must require the employee to be physically present at the school's campus while school is in session. The principal, a teacher, or a person whose primary responsibilities require the employee to be primarily present in a classroom to teach, care for, or interact with students are not eligible unless the person is employed at a school with 100 or fewer students, or employed at a school with adjacent campuses as determined by the state security chief, or unless an exception is made by the state security chief.

[Utah Code § 53-22-105\(1\)\(f\) \(2024\)](#)
[Utah Code § 53G-8-701.5\(3\) \(2024\)](#)

- c. To be qualified for designation as a school guardian, an eligible employee must:

- 1) Satisfactorily complete the initial training for a school guardian within the prior six months;
- 2) Hold a valid firearm concealed carry permit;
- 3) Certify to the sheriff of the county where the school is located that the employee has undergone the initial training and intends to serve as a school guardian;
- 4) Successfully complete a mental health screening selected by the state security chief; and
- 5) Be approved by the school administrator to be a school guardian.

[Utah Code § 53-22-105\(3\)\(a\) \(2024\)](#)

- d. A school guardian must complete the required annual and biannual training to retain the designation of a school guardian.

[Utah Code § 53-22-105\(1\)\(a\), \(b\), \(3\)\(b\) \(2024\)](#)

- e. A school guardian does not have authority to act in a law enforcement capacity. The guardian may take actions necessary to prevent or abate an active threat and may temporarily detain an individual when the guardian has reasonable cause to believe the individual has committed or is about to commit a forcible felony.

[Utah Code § 53-22-105\(7\) \(2024\)](#)

- f. Except during an active threat, if the guardian is carrying a firearm on school grounds it shall be carried in a concealed manner and may not be displayed or open carried. A guardian may store the guardian's firearm on school grounds only if the firearm is stored in a biometric gun safe, that safe is located in the guardian's office, and the guardian is physically present on school grounds while the firearm is stored in the safe.

[Utah Code § 53-22-105\(5\) \(2024\)](#)

- g. Except when it occurs during a training exercise, a school guardian who points a firearm at an individual during the performance of the guardian's duties shall file a report which describes the incident, identifies the individuals involved, and includes any other information required by the state security chief. The report shall be submitted within 48 hours of the incident to the school administrator, school safety and security director, and the state security chief.

[Utah Code § 53-22-105\(11\), \(12\), \(13\) \(2024\)](#)

- h. A school guardian with active status in the school guardian program is not liable for civil damages or penalties if the guardian:
 - 1) Threatens, draws, or otherwise uses a firearm reasonably believing the action to be necessary in compliance with Utah Code § 76-2-402 (regarding use of force in defense of a person); or
 - 2) When carrying or storing a firearm, is acting in good faith and is not grossly negligent.

[Utah Code § 53-22-105\(10\) \(2024\)](#)

[Utah Code § 76-2-402 \(2022\)](#)

5. Armed school security guard

- a. An “armed private security officer” is an individual employed by a contract security company whose primary duty is guarding personal or real property or providing protection or security to the life and well-being of humans or animals and who wears, carries, possesses, or has immediate access to a firearm in the performance of the individual’s duties. A “contract security company” is a company that is engaged in business to provide security services to another person, business, or entity on a contractual basis by assignment of an armed or unarmed private security officer. An “armed school security guard” is an armed private security officer who:
 - 1) Is licensed as an armed private security officer under Title 58, Chapter 63, Security Personnel Licensing Act;
 - 2) Has a valid firearm concealed carry permit; and
 - 3) Has undergone training from the county security chief regarding:
 - a) The safe loading, unloading, storage, and carrying of firearms in a school setting;
 - b) The role of armed security guards in a school setting; and
 - c) Coordination with law enforcement and school officials during an active threat.

- b. In order to remain eligible to be assigned as an armed school security guard at a District school, the guard must participate in and satisfy the initial, annual, and biannual training requirements for school guardians.

[Utah Code § 53G-8-704\(1\), \(4\) \(2024\)](#)

[Utah Code § 58-63-102\(3\), \(8\) \(2023\)](#)

[Utah Code § 53-22-105\(1\) \(2024\)](#)

- c. An armed school security guard's responsibilities and duties are as outlined in Policy CED and in the contract between the District and the contract security company employing the guard.

[Utah Code § 53G-8-704\(2\)\(b\), \(3\) \(2024\)](#)

- d. An armed school security guard may conceal or openly carry a firearm at the school at which the guard is employed under the contract between the District and the employing contract security company.

[Utah Code § 53G-8-704\(5\) \(2024\)](#)

- e. An armed school security guard who points a firearm at an individual or aims a conductive energy device at an individual and displays the electrical current shall file a report which describes the incident, identifies the individuals involved, and includes any other information required by the state security chief. The report shall be submitted within 48 hours of the incident to the school administrator, school safety and security director, and the state security chief.

[Utah Code § 53G-8-704\(8\), \(9\) \(2024\)](#)

C. Panic Alert Devices

1. Consistent with the results of the school safety needs assessment, a staff person in each classroom shall be provided with a wearable panic alert device that allows for immediate contact with emergency services or emergency services agencies, law enforcement agencies, health departments, and fire departments. Before the beginning of each school year, all school building personnel shall receive training on the protocol and appropriate use of the panic alert device.

[Utah Code § 53G-8-805\(1\), \(2\) \(2024\)](#)

D. Law Enforcement Access to Security Cameras

1. The District shall make all security cameras in school buildings accessible by a local law enforcement agency and shall coordinate with the local law enforcement agency to establish appropriate access protocols.

[Utah Code § 53G-8-805\(3\) \(2024\)](#)

E. Prevention and Intervention

1. The District shall provide schools with curriculum materials regarding comprehensive violence prevention and intervention strategies such as resource lessons and materials on anger management, conflict resolution, and respect for diversity and other cultures. In so doing, the District shall make use of materials and resources provided by the State Board of Education. Schools may also provide age-appropriate instruction on firearm safety, including appropriate steps to take if a student sees a firearm or facsimile firearm at school.

[Utah Admin. Rules R277-400-8\(5\), \(6\) \(July 11, 2023\)](#)

2. To the extent resources permit, the District shall also develop or incorporate tiered student assistance programs. In developing student assistance programs, the District may coordinate with the State Superintendent and other state agencies.

[Utah Admin. Rules R277-400-8\(3\), \(7\) \(July 11, 2023\)](#)

POLICY 3006

Employee Conflict of Interest

A. Holding Public Office

1. District employees may not serve as members of the Board. District employees may serve as members of the governing bodies of other school districts (other than those in which they are employed), cities, towns, or other local governmental districts.

[Utah Code § 20A-14-202\(4\) \(2022\)](#)

B. School Supplies

1. No teacher, administrator, or other employee of the District shall sell or otherwise receive compensation from the District as a result of the purchase, lease, or acquisition of any kind of school furniture or supplies.

C. Private, Controlled, or Protected Information—

1. District employees may not:
 - a. Accept employment or engage in any business or professional activity that the employee might reasonably expect would require or induce the employee to improperly disclose controlled information that the employee has gained by reason of the employee's position.
 - b. Disclose or improperly use controlled, private or protected information acquired by reason of the employee's official position or in the course of official duties for the employee's or another's private gain or benefit.
 - c. Use or attempt to use the employee's position with the District to substantially further the employee's economic interest or to secure special privileges or exemptions for the employee or others.
 - d. Accept other employment that the employee might expect would impair the employee's independence of judgment in performing the employee's public duties.
 - e. Accept other employment that the employee might expect would interfere with the ethical performance of the employee's duties.

[Utah Code § 67-16-4 \(2018\)](#)

D. Accepting Gifts, Compensation or Loan

1. No District employee shall knowingly receive, accept, take, seek, or solicit, directly or indirectly, any gift, compensation, or loan for the employee or another if:
 - a. It would tend to influence someone in the employee's position in the discharge of employment duties;
 - b. The employee knows or someone in the employee's position should know it is a reward for the employee's action; or
 - c. The employee recently has been, or is now, or in the near future may be involved in any governmental action directly affecting the donor or lender, unless a disclosure of the gift, compensation, or loan and other relevant information has been made in the manner provided below captioned "Receiving Compensation for Assistance in Transaction Involving a Government Agency."
2. This section does not apply to the following:
 - a. An occasional non-pecuniary gift having a value of not in excess of \$50.00;
 - b. An award publicly presented in recognition of public services;
 - c. Any bona fide loan made in the ordinary course of business by an institution authorized by the laws of this state or any other state to engage in making such loans.
 - d. A political campaign contribution if the contribution is actually used in a political campaign of the recipient District employee.

[Utah Code § 67-16-5 \(2014\)](#)

E. Receiving Compensation for Assistance in Transaction Involving a Government Agency

1. A "government agency" is any department, division, agency, commission, board, council, committee, authority or any other institution of the state or any of its political subdivisions, including the District and Board of Education. No District employee shall receive or agree to receive compensation for assisting any person or business entity in any transaction involving a government agency unless the District employee files with the superintendent, the state attorney general's office, and the head of the agency with which the transaction is being conducted a sworn written statement containing the following information:
 - a. The name and address of the employee.

- b. The name of the District.
 - c. The name and address of the person or business entity being or to be assisted.
 - d. A brief description of the transaction as to which service is rendered or is to be rendered and of the nature of the service performed or to be performed.
2. The sworn statement shall be filed on or before the earlier of 10 days after the date of any agreement between the District employee and the person or business entity being assisted or 10 days after the receipt of compensation.

[Utah Code § 67-16-3\(1\) \(2024\)](#)

[Utah Code § 67-16-6 \(2024\)](#)

POLICY 3007

Employment – Staff Code of Conduct

A. Definitions

1. Abuse

- a. “Physical abuse” means abuse that results in physical injury or damage.
- b. “Sexual abuse” has the same meaning as defined in [Utah Code § 80-1-102\(79\)](#).
- c. “Verbal abuse” means repeatedly communicating in an objectively demeaning or disparaging manner which creates a hostile, intimidating, abusive, offensive, or oppressive learning environment.
- d. “Mental abuse” means a pattern of sustained and repetitive acts or inappropriate statements that cause fear, lower self-esteem, or manipulate the person to control behavior. Examples of actions or statements that could be part of such a pattern include intimidation, threatening harm, destruction of property, insults or putdowns, arbitrary and unpredictable inconsistency, and denial that prior abusive incidents occurred. (Appropriate statements or actions taken in imposing discipline for misconduct do not constitute mental abuse.)

[Utah Code § 80-1-102\(63\), \(79\) \(2023\)](#)

[Utah Admin. Rule R277-217-3\(3\) \(January 10, 2024\)](#)

2. “Boundary violation.” A boundary violation occurs when a staff member crosses verbal, physical, emotional, or social lines that must be maintained to ensure structure, security, and predictability in an educational environment. Depending on the circumstances, the following may constitute a boundary violation:
 - a. Isolated, one-on-one interactions with students out of the line of sight of others;
 - b. Meeting with a student or students in rooms with covered or blocked windows;
 - c. Telling risqué jokes or using profanity in the presence of a student;
 - d. Employing favoritism to a student;
 - e. Inappropriate gift giving to an individual student;

- f. Uninvited or inappropriate touching;
 - g. Photographing an individual student for a non-educational purpose or use;
 - h. Engaging in inappropriate or unprofessional conduct outside of educational program activities;
 - i. Exchanging personal email or phone numbers with a student for a non-educational purpose or use;
 - j. Interacting privately with a student through social media, computer, or handheld devices; and
 - k. Discussing with a student inappropriate details about the staff member's personal life or personal issues or a student's personal life or personal issues.
3. It is NOT a boundary violation to:
- a. Offer praise, encouragement, or acknowledgement;
 - b. Offer rewards available to all who achieve;
 - c. Ask permission to touch for necessary purposes;
 - d. Give a pat on the back or a shoulder;
 - e. Give a side hug;
 - f. Give a handshake or "high five";
 - g. Offer warmth and kindness;
 - h. Use public social media alerts to groups of students and parents; or
 - i. Engage in contact permitted by an IEP or 504 plan.
- [Utah Admin. Rules R277-210-2\(6\) \(January 10, 2024\)](#)
4. It is not a boundary violation when a student acts or speaks in inappropriately familiar ways with a staff member without having been prompted to do so by the staff member, but such incidents must be promptly documented and reported to the staff member's supervisor or the building principal and the student should be given

guidance on proper student-staff relationships as directed by the supervisor or principal.

5. “Bullying” means the same as that is defined by [Policy 3010 Employee Bullying and Hazing](#).
6. “Cyberbullying” means the same as that is defined by [Policy 3010](#).
7. “Neglect” has the same meaning as defined in [Utah Code § 80-1-102\(58\)](#).
 - a. The term “parent” means the natural or adoptive or step or foster parent of a child or legal guardian who acts in the place of a parent.

[Utah Code § 80-1-102\(58\) \(2023\)](#)

8. “Staff” means an employee or any contractor or volunteer with unsupervised access to students.

[Utah Admin. Rule R277-322-2\(2\) \(August 19, 2019\)](#)

B. Professional Conduct

1. District staff are expected to comply with all District policies and to adhere to all requirements of the law. District staff are further expected to act professionally. This includes communicating in a civil manner and not promoting personal opinions, issues, or political positions as part of the instructional process in a manner inconsistent with law. It further includes integrity and honesty in relationships with others and conducting any financial business and accounting for funds honestly and with integrity. District staff are expected to comply with appropriate dress and grooming standards as established by District policy, supervisor directives, and generally accepted professional standards. District employees are required to report arrests and convictions as provided for in [Policy 3035 Employee Criminal Background Checks & Arrest Disclosure Requirements](#).

[Utah Admin. Rules R277-217-2, -3, -4, and -5 \(January 10, 2024\)](#)

2. District staff are prohibited from being under the influence of, using, possessing, or distributing any alcoholic beverage, tobacco product (including electronic cigarettes), or controlled substance at school or at a school-related activity where the staff member is functioning as such, as outlined in [Policy 3070 Alcohol and Drug Abuse: Employees](#). District staff are prohibited from providing alcohol or unauthorized drugs to students or from allowing students under the supervision or control of the staff

member to use alcohol or unauthorized drugs. District staff are further expected to support District efforts to reduce inappropriate drug use and alcohol or tobacco use among students.

[Utah Admin. Rules R277-217-2\(10\) to \(12\) \(January 10, 2024\)](#)

3. District staff are prohibited from knowingly viewing, accessing, or possessing pornographic or indecent material in any form (print, electronic, or otherwise) while on school premises or at a school-related activity or by using District devices, internet access, or other resources. District staff may not knowingly use, view, create, distribute, or store pornographic or indecent material involving children at any time. **District staff may not expose students to sensitive material as defined by [Utah Code § 53G-10-103](#) and as determined by the District.**

[Utah Admin. Rule R277-495-4\(1\)\(c\) \(December 11, 2023\)](#)

[Utah Admin. Rule R277-217-2\(16\) to \(18\) \(January 10, 2024\)](#)

[Utah Code § 76-10-1235 \(2007\)](#)

C. Professional and Ethical Relationships with Students

1. District staff are to comport themselves in a way that contributes to maintaining and fostering a positive, effective, non-disruptive and safe learning environment for students. This includes maintaining professional and appropriate demeanor and relationships with students, both during and outside of school hours and on and off campus and through in-person and electronic interactions (through devices or social media). This also includes respecting appropriate intrapersonal boundaries in interacting with students and avoiding behavior that could reasonably lead to the appearance of impropriety. **An educator may not invite, suggest, or encourage a student to reconsider or change the student's sexual orientation or gender identity. An educator may not use his or her position, through instruction, materials, or symbols, to actively endorse, promote, or disparage a particular partisan, religious, denominational, sectarian, agnostic, or atheistic belief or viewpoint in a manner inconsistent with District policy.**
2. Staff are prohibited from engaging in the following conduct towards students:
 - a. Abuse (physical, sexual, verbal or mental, as defined above);
 - b. Bullying, cyberbullying, harassment (including sexual harassment), or hazing;
 - c. Discrimination **or harassment** based on race, ethnicity, **sex**, gender **identification**, sexual orientation, religion (or lack of religious affiliation or belief), **political viewpoint** or disability;

- d. Boundary violations;
- e. Sharing any sexually explicit or lewd communication, image, or photograph;
- f. Allowing students in their homes for a school-related social activity without prior written permission of the principal;
- g. Dating or any type of romantic or sexual relationship or conduct;
- h. Requests for sexual activity or sexually suggestive comments; or
- i. Touching a student in a way that makes a reasonably objective student feel uncomfortable.

[Utah Admin. Rules R277-217-2\(4\) to \(7\), \(22\) to \(25\) \(January 10, 2024\)](#)

[Utah Admin. Rules R277-217-3\(2\), \(3\) \(January 10, 2024\)](#)

[Utah Admin. Rules R277-322-2\(3\) \(August 19, 2019\)](#)

[Utah Admin. Rules R277-322-3\(3\)\(a\) to \(j\) \(August 19, 2019\)](#)

[Utah Code § 63G-7-301\(3\)\(a\)\(i\), \(b\) \(2023\)](#)

- 3. The foregoing prohibitions apply to staff interaction with any student presently enrolled in the District and to staff interaction with any student who was enrolled in the District within the time period two (2) years before the conduct in question.

Flaskamp v. Dearborn Public Schools, 385 F.3d 935, 944 (6th Cir. 2004).

- 4. The District recognizes that in circumstances where a staff member and a student have a relationship which is independent of and does not arise out of the school context, interactions which would be a boundary violation in the absence of that independent relationship may not constitute a boundary violation. (Examples of such independent relationships include where the staff member and student are family members or otherwise closely related or where the staff member and student are both affiliated with a non-school organization and the interaction relates to or arises out of that relationship.) The other prohibitions listed above apply regardless of the existence of an independent, non-school relationship.
- 5. Violation of any of the prohibitions of this policy is grounds for employee disciplinary action up to and including termination of employment and for action up to and including termination of the District's relationship with a contractor or volunteer.

D. Reporting Requirements

1. Staff members are required to promptly report any suspected incidents of abuse (physical, verbal, sexual, or mental) or neglect, including suspected incidents of child abuse as provided in [Policy 5090 Child Abuse/Sexual Abuse and Human Trafficking Prevention Training and Reporting](#). Staff members are also required to report incidents of student prohibited acts which include hazing and demeaning or assaultive behavior. Staff members shall also report incidents of bullying, cyberbullying, and harassment.

[Utah Admin. Rules R277-322-3\(3\)\(c\), \(k\)\(i\) \(August 19, 2019\)](#)

2. Staff members are also required to report any instance of violation of this Code of Conduct policy, including but not limited to instances of sexual harassment as provided by [Policy 3015 Title IX Sexual Harassment](#). If a staff member becomes aware that a student has initiated any interaction with a staff member which would be improper or inappropriately familiar, the staff member must promptly document and report that incident.

[Utah Admin. Rule R277-322-3\(4\)\(a\) \(August 19, 2019\)](#)

3. Staff members should report any instances where the staff member knows or has reason to believe that a staff member holding a Utah educator or administrative license has violated the Utah Educator Standards.

[Utah Admin. Rule R277-322-3\(4\)\(b\) \(August 19, 2019\)](#)

E. Reporting Procedures

1. Reports required under this Code of Conduct shall be made as follows: Reports regarding child abuse or neglect shall be made according to [Policy 5090](#). Reports regarding sexual harassment shall be made according to [Policy 3015](#). Other reports required by this Code of Conduct shall be made to the staff member's immediate supervisor or the building principal. However, if the person who would receive the report is the person whose conduct is in question, the report will be made instead to that person's supervisor.

[Utah Admin. Rules R277-322-3\(3\)\(k\)\(i\), \(4\) \(August 19, 2019\)](#)

F. Training

1. Each staff member must annually read and sign [Policy 5090](#) (regarding reporting of suspected child abuse) and any other policies relating to identifying or documenting child abuse.

[Utah Admin. Rules R277-322-3\(3\)\(k\)\(ii\) \(August 19, 2019\)](#)

2. Each staff member must, at the time of initial employment and annually thereafter, be trained on the requirements of this policy and must at the time of each training sign a statement acknowledging that the staff member has read and understands this code of conduct.

[Utah Code § 63G-7-301\(3\)\(b\) \(2023\)](#)

[Utah Admin. Rules R277-322-3\(5\) \(August 19, 2019\)](#)

3. Each staff member who is either an employee or a contractor must **annually once every three years**, attend sexual abuse and human trafficking prevention training as provided for under [Policy 5090](#).

[Utah Admin. Rules R277-322-3\(3\)\(k\)\(iii\) \(August 19, 2019\)](#)

[Utah Code § 53G-9-207 \(2024\)](#)

4. Each staff member who holds a Utah educator or administrative license shall become and remain familiar with the professional standards set forth in [Utah Administrative Rule R277-217](#).

G. Public Notice of Code of Conduct

1. This policy shall be posted on the District's website.

[Utah Admin. Rules R277-322-3\(3\) \(August 19, 2019\)](#)

POLICY 3047

Reemployment of Retirees

- A. A retiree who is reemployed after July 1, 2010, by the District within one year of the date of the person's retirement will have his or her retiree's allowance cancelled by the Utah State Retirement Office and be reinstated as an active member of the State retirement plan, effective the first day of the month following the date of reemployment unless:
1. the retiree is not reemployed by the District for a period of at least sixty (60) days from the retiree's retirement date;
 2. **the retiree has a bona fide termination of employment as of the date of retirement;**
 3. upon reemployment after the break in service, the retiree does not receive any District provided benefit, including:
 - a. medical benefits;
 - b. dental benefits;
 - c. other insurance benefits except workers compensation and withholdings required by state and federal law for Social Security, Medicare, and unemployment insurance; or
 - d. paid time off, including sick, annual or other type of leave; and
 - e. the retiree does not earn in any calendar year of reemployment an amount in excess of the lesser of:
 - 1) amount determined by URS; or
 - 2) One-half of the retiree's final average salary upon which the retiree's retirement allowance is based.
 4. **A "bona fide termination of employment" means permanent separation from employment or a fee-for-service relationship with any participating employer and separation from employment without a prearrangement that anticipates postretirement reemployment or a postretirement fee-for-service relationship with a participating employer.**

[Utah Code § 49-11-1202 \(2024\)](#)

[Utah Code § 49-11-1204 \(2024\)](#)

[Utah Code § 49-11-1205 \(2024\)](#)

5. If the employee retires again within a two-year period from the date of cancellation of the original allowance, the original allowance will resume. Otherwise, if the employee retires after the two-year period, then his or her original allowance will resume, and the retiree will receive an additional allowance based on the formula in effect at the date of the subsequent retirement for the service credit accrued between the first and subsequent retirement dates.

[Utah Code § 49-11-1204 \(5\) \(2024\)](#)

6. A retiree who is reemployed after July 1, 2010, by the District more than one year from the date of the retiree's retirement may elect to:
 - a. Earn additional service credit and cancel the retiree's retirement allowance; or
 - b. Receive the retiree's retirement allowance and forfeit any retirement related contribution from the District.

[Utah Code § 49-11-1204\(3\) \(2024\)](#)

7. If the retiree is not otherwise eligible for retirement coverage in the reemployed position, the Utah State Retirement Office shall cancel the allowance of a retiree; and the District shall pay the amortization rate to the office on behalf of the retiree.

[Utah Code § 49-11-1204\(4\)\(b\) \(2024\)](#)

8. If a retiree is reemployed in the School District after July 1, 2010, the District shall immediately notify the Utah State Retirement Office. In addition, the District shall provide information indicating:
 - a. Whether the retiree was reemployed within one year of the retiree's date of retirement; and
 - b. If the retiree is reemployed more than one year from the date of retirement, whether the employee elects to:
 - 1) Earn additional service credit and cancel the retiree's retirement allowance; or
 - 2) Receive the retiree's retirement allowance and forfeit any retirement related contribution from the District.

[Utah Code § 49-11-1206 \(2024\)](#)

9. It is the responsibility of the reemployed retiree to report to the Utah State Retirement Office his or her reemployment status. It is the Utah State Retirement Office that ultimately determines the impact, if any, of a retiree's reemployment with the District on the retiree's eligibility for and benefits under the Utah State Retirement System. Therefore, the retiree should contact the Utah State Retirement Office to verify the impact of any reemployment decision prior to accepting reemployment with the District. The Utah State Retirement Board has stated that it will typically find that a retiree has not had an effective termination of service for purposes of the break in employment requirement if prior to retirement the employee has or had any type of prearrangement which anticipates a post-termination of employment fee-for-services relationship with any employer participating in the Utah State Retirement System. In addition, volunteer service for a participating employer may constitute employment or reemployment if there is a prearrangement of any kind that anticipates that the volunteer service is given in exchange for or as a condition of future employment or any fee-for-service relationship with any participating employer or there is any kind of deferred compensation for the volunteer service.

[Utah State Retirement Board Resolution #2019-05](#)

POLICY 4040

Grade Level Acceleration/Retention of Students

- A. The District discourages grade level acceleration/retention of students based on research. Research supports intervention and extension of instruction to address the individual educational needs of students. Every effort will be made to assure that students move through the school system in a continuous manner. Teachers will plan instruction to meet the individual needs of students, based upon assessment data.
- B. Grade acceleration/retention will only be considered by the District subsequent to a parent/teacher(s) and parent/administrator meeting creating a minimum six-week education plan to address the intervention or extensions for the student. Grade level acceleration/retention of a student must be approved by the Assistant Superintendent of Teaching and Learning in a meeting where all considerations are reviewed. Meetings to consider grade level acceleration/retention will only be held during the months of June, July, or in August (prior to back-to-school night or registration).
- C. If a parent, ~~or teacher recommends~~ requests acceleration or retention of a student, which will place that student in a learning environment other than with ~~own~~ same age peers, a meeting will be held at the District Office. A team will be formed to consider a ~~decision make a recommendation~~ based on the following criteria:
 1. Student achievement data
 - a. End of Year State Assessment: CogAT, RISE, Acadience, Aspire Plus, MAPS
 - b. RTI plans, referrals for special education, IEPs, BIPS
 2. Student attendance
 3. Teacher information and observations
 4. Parent information and observations
 5. Research based best practices.
 6. Social, emotional, and developmental needs of the student
 7. Opportunity for participation in intervention programs
 8. Potential impact on Special Education placement and service

D. The team will include:

1. A building level administrator
2. A district office representative
3. A parent
4. The student if appropriate
5. The student's teacher(s), if appropriate
6. The school counselor, if appropriate

E. ~~A recommendation concerning Approval of grade level acceleration/retention shall~~ ~~may be made jointly granted or denied~~ by the ~~team~~ Superintendent or designee. Parents have the right to appeal any recommendation ~~made at the school level~~ through the process outlined in [Policy 5350 Student Complaints - Resolution](#). ~~Within six weeks of placement, any member of the team may request a conference to repeal the student's placement.~~

POLICY 4062

Curriculum: College Course Work

A. Definitions

1. "Concurrent enrollment" means enrollment in a course that allows a student to earn credit both towards high school graduation and at an institution of higher education.
2. "Eligible institution" means a degree-granting institution of higher education or a technical college within the state system of higher education or a degree-granting institution of higher education or a technical college within the state system of higher education that offers an online concurrent enrollment course.
3. "Eligible student" means a student who
 - a. is enrolled in and counted towards average daily membership in a school within the District,
 - b. has on file a plan for college and career readiness, and
 - c. is in grade 9, 10, 11 or 12.
4. "Eligible instructor" means an instructor who is either employed as faculty by an ~~institution of higher education~~ eligible institution or who is employed by the District and meets the requirements of [Utah Code § 53E-10-302\(6\)](#).

[Utah Code § 53E-10-301\(2\), \(4\), \(5\)\(a\)\(i\) \(2024\)](#)
[Utah Code § 53E-10-302\(6\) \(2024\)](#)
5. "Designated institution of higher education" means an eligible institution ~~of higher education~~ designated by the Utah Board of Higher Education to provide a course or program of study within a specific geographic region.

[Utah Code § 53E-10-303\(1\) \(2024\)](#)

B. Establishing Concurrent Enrollment Courses

1. The District may establish concurrent enrollment courses by entering into a contract with an institution of higher education to provide such courses. The District and the institution of higher education must

- a. ensure that the course instructor is an eligible instructor,
 - b. establish qualifying academic criteria for enrollment in the course,
 - c. ensure that students enrolling are eligible students, and
 - d. coordinate advising of the eligible students.
2. In establishing student eligibility for a concurrent enrollment course, the requirements shall be sufficiently selective to predict a successful experience and satisfy the restrictions set out in Utah State Board of Education rules. The District is primarily responsible for identifying students who are eligible to participate in a concurrent enrollment course.

[Utah Admin. Rules R277-701-7\(2\), \(3\) \(November 7, 2023\)](#)

3. In establishing a particular concurrent enrollment course, the District must first offer to contract with the designated institution of higher education for the course. If the designated institution of higher education chooses not to offer the course, does not respond to the District's proposal within 30 days, uses instructional materials that are sensitive materials or otherwise prohibited for use in K-12, or reaches enrollment capacity for the course and prohibits expanding the course with an eligible instructor, the District **may must** then contract with another **eligible** institution **of higher education** to provide the course.

[Utah Code § 53E-10-303\(4\) \(2024\)](#)

4. The District and the institution of higher education must provide the State Superintendent and the Utah System of Higher Education with proposed new course offerings, including syllabi and curriculum materials, by November 15 of the year preceding the school year in which the courses would be offered.

[Utah Admin. Rules R277-701-8\(3\) \(November 7, 2023\)](#)

5. The student is responsible for expenses and arrangements associated with college enrollment as provided for in [Utah Code § 53E-10-305](#). The student may apply for a fee waiver if appropriate under the District fee waiver policy for class-related costs including consumables, lab fees, copies, material costs, application fees and textbooks. Unless otherwise provided by agreement with the institution of higher education, the District is responsible for fee waivers.

[Utah Code § 53E-10-305 \(2024\)](#)

[Utah Code § 53G-7-503\(4\)\(b\) \(2024\)](#)

[Utah Admin. Rules R277-701-11\(3\), \(4\) \(November 7, 2023\)](#)

C. Participation Form and Parental Permission

1. Before allowing an eligible student to participate in a concurrent enrollment course, the District and the institution of higher education must ensure that the student has, for the current school year
 - a. submitted a completed participation form which includes the signature of the student's parent indicating permission to participate and
 - b. signed an acknowledgment of program participation requirements. (The participation form shall be that which is created by the Utah Board of Higher Education.)

[Utah Code § 53E-10-304 \(2020\)](#)

POLICY 4100

Elementary Homework

- A. The assignment of homework should be limited in kindergarten through fifth grade. The primary purpose of homework is to involve parents in their child's education. Homework should foster parents' awareness of their child's learning activities. Homework should be designed to offer parents an opportunity to observe the application of the skills, knowledge, and dispositions students are developing within the essential standards.
- B. The following definitions shall apply under this policy:
1. "Homework" is any assignment to be completed outside the regular class period, and should be able to be accomplished independently.
 2. "Daily Practice" is the consistent daily assignment given to students to be completed each day to review skills already learned in class.
 3. "Incomplete work" is in-class assignments that the majority of the class finished within the instructional day.
 4. "Project" is a school assignment that incorporates multiple standards and involves a long-term task that may require minimal additional time outside of school to complete.
- C. Homework will not be included in student grades on the report card in grades kindergarten through fifth grade. Homework is considered optional, informational practice and will not be included in student grades. The following guidelines will apply to homework assignments:
1. Daily practice shall be limited in our elementary schools.
 - a. 20 minutes of reading
 - 1) Reading materials at the student's independent reading level, or
 - 2) Reading Intervention Software Program
 - b. 20 minutes of math
 - 1) A daily math review is provided to parents as support in the efforts to understand the content of the grade, or

2) Math Intervention Software Program

2. Incomplete work may be sent home in an effort to support students in meeting their learning goals. Teachers should contact parents to discuss incomplete work assignments when sending them home.
3. Projects shall be limited to one per trimester and must align with multiple essential learning standards (within a content, or cross content) of the grade.

D. Guidelines for Teachers

1. Homework should be directly correlated with classroom instruction on **essential** standards and objectives from the Utah State Core Curriculum. It should be appropriate in terms of both quantity and quality.
2. Teachers will ensure that assignments are necessary, useful, and the purpose is clearly understood by students.
3. Homework should be reviewed **by the teacher** promptly **to provide** students **with ~~can receive~~** specific and regular feedback **on assignments, when** completed.
4. Homework assignments should be made based upon the individual needs of students **with adjustments being made based on input from the child's parents.**
5. Principals are responsible for working with the teaching staff to **ensure that ~~establish school-level homework policies and coordinate among teachers to ensure that~~** homework is appropriate in terms of quantity and content.

POLICY 4190

Driver Training

- A. The District will provide driver education to help develop the knowledge, attitudes, habits and skills necessary for the safe operation of motor vehicles. District driver education shall follow the requirements set out in statute and in Driver Education for Utah High Schools – Organization, Administration and Standards.

[Utah Code § 53G-10-502\(2\) \(2021\)](#)
[Utah Admin. Rules R277-746-2 \(March 15, 2024\)](#)
[2021 Driver Education Law & Policy](#)

- B. Educators who act as driver education instructors must have and maintain a driver education endorsement from the State Board of Education.

[Utah Admin. Rules R277-311-3 \(January 8, 2021\)](#)
[2021 Driver Education Law & Policy 13-14](#)

- C. The District shall provide each enrolled student the opportunity to take the written test when the student is 15 years and 9 months of age. The school may permit an enrolled student to take the written test when the student is 15 years of age.

[Utah Code § 53G-10-502\(1\) \(2021\)](#)
[2021 Driver Education Law & Policy 16](#)

- D. Driver education shall consist of both classroom and behind-the-wheel/observation instruction. This instruction will be provided outside of regular school hours. Both portions of this instruction will be provided in accordance with the rules established by the State Board of Education.

[Utah Code § 53G-10-508 \(2021\)](#)
[Utah Admin. Rules R277-746-2 \(December 9, 2021\)](#)
[2021 Driver Education Law & Policy 17-22](#)

- E. Driver education shall be **solely** funded through student fees and funds from the Automobile Driver Education Tax Account. **However, for these purposes, the cost of driver education does not include the full-time equivalent cost of a teacher for each driver education class taught during regular school hours, or the cost of classroom space and maintenance. The District may also use additional school funds for driver education purposes.**

[Utah Code § 53G-10-503\(1\) \(2024\)](#)

- F. The Board of Education will set the **student** fee required for participation in driver education. This fee shall be determined by taking into consideration the costs associated with providing driver education that are not covered by reimbursements from the Automobile Driver Education Tax Account and the costs associated with students obtaining a waiver of driver education fees.

[Utah Code § 53G-10-503\(7\) \(2024\)](#)
[2021 Driver Education Law & Policy 9](#)

- G. The District shall submit the Student Reporting Form required by the State Board of Education for reimbursement of driver education costs from the Automobile Driver Education Tax Account to the State Board of Education driver education specialist. This form shall be submitted each year on January 15 and July 15.

[Utah Code § 53G-10-505 \(2019\)](#)
[2021 Driver Education Law & Policy](#)

POLICY 5090

Child Abuse, Sexual Abuse and Human Trafficking Prevention Training and Reporting

A. Reporting of Child Abuse

1. Whenever any employee of the District knows or reasonably believes that a child has been neglected, or physically or sexually abused, such employee shall immediately notify the nearest peace officer, law enforcement agency or office of the State Division of Child and Family Services (DCFS). Under such circumstances, the employee shall **also** notify the building principal. Such a report to the principal does not satisfy the employee's personal duty to report to law enforcement or DCFS. It is not the responsibility of school employees to prove that the child has been abused or neglected, or determine whether the child is in need of protection. Investigations are the responsibility of the division of Child and Family Services. Investigation by education personnel prior to submitting a report should not go beyond that necessary to support a reasonable belief that a reportable problem exists.
2. School officials shall cooperate appropriately with DCFS and law enforcement agency employees authorized to investigate charges of child abuse and neglect, assisting as asked as members of interdisciplinary child protection teams in providing protective, diagnostic, assessment, treatment, and coordination services, including:
 - a. Allowing appropriate access to students;
 - b. allowing authorized agency employees to interview children consistent with DCFS and local law enforcement protocols;
 - c. making no contact with parent of children being questioned by DCFS or local law enforcement; and
 - d. cooperating with ongoing investigations and maintaining appropriate confidentiality.
3. The employee shall maintain the confidentiality of and not disclose any information learned in connection with an investigation except with those persons with whom the employee is required to cooperate, including the Division, law enforcement, the State Board of Education, or supervisory District officials. Persons making reports or participating in an investigation of alleged child abuse or neglect in good faith are

immune from any civil or criminal liability that otherwise might arise from such actions, as provided by law.

4. The anonymity of those reporting or investigating child abuse or neglect will be preserved an information provided pursuant only to the manner provided for in [Utah Code § 80-2-1005](#).

[Utah Admin. Rules R277-217-3\(5\), \(6\) \(January 10, 2024\)](#)

[Utah Admin. Rules R277-401-3 \(September 21, 2017\)](#)

[Utah Code § 80-2-602 \(2022\)](#)

[Utah Code § 80-2-1005 \(2023\)](#)

B. Reporting of Child Abuse by a School Employee

1. An employee who has reasonable cause to believe that a student may have been physically or sexually abused by a school employee shall immediately report that belief to the nearest peace officer, law enforcement agency, or office of the State Division of Child and Family Services and to **both** the school principal **and** the Superintendent. A District administrator including the Superintendent, who has received such a report or who otherwise has reasonable cause to believe that a student may have been physically or sexually abused by an educator shall immediately report that information to the State Board of Education and to the Utah Professional Practices Advisory Commission.

[Utah Admin. Rules R277-217-3\(5\) \(January 10, 2024\)](#)

[Utah Code § 53E-6-701 \(2022\)](#)

C. School Personnel Education Regarding Child Sexual Abuse and Human Trafficking

1. The District shall provide ~~every other year~~ **once every three years**, training to all school personnel on responding to a disclosure of child sexual abuse in a supportive, appropriate manner and on the mandatory reporting requirements of [Utah Code § 53E-6-701](#) (regarding abuse by school personnel) and [Utah Code § 80-2-602](#) (regarding reporting of child abuse). The training shall also address human trafficking and identifying children who are victims or may be at risk of becoming victims of human trafficking or commercial sexual exploitation. "School personnel" to receive training include all school employees, whether licensed, part-time, contract, or non-licensed.

[Utah Code § 53G-9-207\(3\)\(a\)\(i\) \(2024\)](#)

[Utah Admin. Rules R277-605-6\(3\) \(July 22, 2022\)](#)

2. The District shall provide, ~~every other year~~ **once every three years**, instruction to the parents of elementary school students in the District on recognizing warning signs of

a child who is being sexually abused or who is a victim or may be at risk of becoming a victim of human trafficking or commercial sexual exploitation and on effective, age-appropriate methods for discussing the topic of child sexual abuse with a child.

[Utah Code § 53G-9-207\(3\)\(a\)\(ii\) \(2022\)](#)

D. Training Materials

1. The training required under this policy for both school personnel and parents of elementary school students shall use the instructional materials ~~prepared and~~ approved by the State Board of Education (either those created by the State Board of Education or created by the District and approved by the State Board of Education).

[Utah Code § 53G-9-207\(3\)\(b\) \(2024\)](#)

E. Evidence of Compliance

1. The District must provide evidence of compliance with these training and instructional materials requirements upon request of the State Board of Education.

[Utah Code § 53G-9-207\(7\) \(2024\)](#)

TENTATIVE MINUTES OF A WORK MEETING
OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT
August 14, 2024

Work Session of the Board of Education, Box Elder School District, held Wednesday evening August 14, 2024 at 5:30 p.m. at Independent Life Skills Center.

Those in attendance at the meeting included Board President Wade Hyde, Board Vice President Connie Archibald, Tiffani Summers, Julie Taylor, Nancy Kennedy, Karen Cronin, Bryan Smith and Danielle Wright. Also present were Superintendent Steve Carlsen, Assistant Superintendents Keith Mecham and Heidi Jo West, Facilities Director Corey Thompson, and Business Administrator David Roberts.

Bond Discussion: Discussion began concerning dates for following meetings required including a public hearing and a public meeting. What's the difference? Who is allowed to participate? A calendar with dates was created and sent by Alex Buxton with Zions. Ongoing conversations concerning who the election officer is was discussed. Will get clarification from Ryan from Chapman and Cutler at the Board Meeting tonight.

President Wade Hyde asked the other members what were the Board's feelings regarding the time frame. Board member Julie Taylor felt we need to take a long-term view on behalf of the students, if it doesn't pass here is what it will look like going forward honoring the vote of the people. Board member Bryan Smith recognized the challenges and felt that the consultants view shouldn't dictate what the Board chooses to do and as a Board our responsibility is to the students. Board member Nancy Kennedy brought up the experience with Alpine School District in letting people know our alternatives if the bond didn't pass. Board member Karen Cronin mentioned conversations she had with some people concerning the survey and how the Board would act regardless of the survey. Discussed what the reality would be if the bond didn't pass and about the impact on teachers, morale, special education programs, common areas, playgrounds, bullying, mental stability, etc. Vice President Connie Archibald mentioned that she and Tiffani are ready with names for the Bond Committee to lead the charge.

TENTATIVE MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION
BOX ELDER SCHOOL DISTRICT
AUGUST 14, 2024

Tentative minutes of the Regular Session of the Board of Education, Box Elder School District, held Wednesday evening August 14, 2024 at 6:30 p.m. at Independent Life Skills Center. Box Elder School District.

Those in attendance at the meeting included Board President Wade Hyde, Board Vice President Connie Archibald, Tiffani Summers, Julie Taylor, Nancy Kennedy, Karen

Cronin, Bryan Smith and Danielle Wright. Also present were Superintendent Steve Carlsen, Assistant Superintendent Heidi Jo West, SpEd Director Catherine Allen, IT Director Robert Gordon, and Business Administrator David Roberts; members of the press, employees and patrons.

President Wade called to order the meeting and welcomed those in attendance and conducted the business of the meeting.

Reverence offered by Board Member Nancy Kennedy and the Flag Salute/Pledge of Allegiance was given by Connie Archibald, Board Vice President.

Recognitions

Julie Taylor, Board Member

Coach Donald Hawes - BRHS Baseball Coach - NHBBCA Region 7 Coach of the Year, only fourth coach since the mid 90's to receive this award for his service not only to the students as players but to the young men.

BRHS Baseball Team - ABCA Team Academic Excellence Award for the third straight year - one of 3 high schools in the state that were recognized.

Approval of Agenda:

Karen Cronin made the motion to approve the agenda, second by Connie Archibald. The motion passed unanimously.

Nancy Kennedy – Yes

Bryan Smith – Yes

Julie Taylor – Yes

Wade Hyde – Yes

Connie Archibald – Yes

Tiffani Summers – Yes

Danielle Wright – Yes

Karen Cronin – Yes

Public Comment:

Jericho Witz – is currently substituting in the District, previously served in the military. Spoke specifically with regards to student dress. Concerned about the enforcement of the dress code.

Laura Wheatley – Regional PTA president, presented on PTA hours and the value of donated volunteer hours in dollars (\$117,000).

Action Items:

Bond Resolution David Roberts, Business Administrator – presented on the resolution for a \$220,000,000 general obligation bond. Spoke to the intent and the time involved in the conversations leading up to the resolution for the bond. Superintendent Carlsen spoke regarding the move from 4 transitions to 3 transitions. He also mentioned the use of a data analytics company to help with surveying the residents of Box Elder School District.

Board Member Nancy Kennedy spoke to the need and the stretch it will take. Board Member Bryan Smith spoke to the sacred trust of the District funds, the dire needs of the facilities for students, and believes that for the majority of the county, education is important to them.

Board Member Julie Taylor spoke to the grade configuration, create the best for the District and be financially sound in our decision and the negative ripple effect of not replacing schools.

President Wade Hyde spoke that age of the middle schools and the many modular buildings in our District, and remodeling of the intermediate schools to help with the two most overcrowded elementary schools and the responsibility we have to pay it forward.

Vice-President Connie Archibald spoke to the positive impact of School Community Councils and getting the message out to everyone.

Board Member Danielle Wright spoke about the need for a/c in all schools and the need for more space for our students and not sacrificing the future of the students.

Board Member Karen Cronin asked about the two different amounts and asked for clarification.

David Roberts and Alex Buxton spoke to the net increase and stand alone amount for the bond resolution.

Board Member Karen Cronin also spoke to the data analytics survey and asked the families to look at their budgets and make the choice that is best for your families.

Business Administrator David Roberts spoke to the percentage of the District's buildings that would be reinforced masonry, spoke to how every student in Box Elder School District will benefit from the two middle schools, the need for the additional resources and footprint for our special education students, and not only how these new facilities will add to the physical safety but also the mental and emotional safety of our students.

Superintendent Carlsen spoke in favor of the bond, in the top five probably most impactful decisions in his career as an educator.

Bryan Smith made a motion to approve the General Obligation Bond Resolution, second by Tiffani Summers. The motion passed unanimously.

Nancy Kennedy – Yes
Bryan Smith – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Discuss Meeting Schedule for Bond Public Hearing and Meeting David Roberts, Business Administrator – Ryan Bjerke spoke to the deadlines for the public hearing and the public meeting. No need to change the dates because it will comply with dates scheduled for Regular Board Meetings. Already outlined in the resolution, the September 11, 2024 Board Meeting be when the public hearing will be held and the October 9, 2024 Board Meeting will be the public meeting where the presentation of the pros and cons will be presented and additional public comments. The Business Administrator and/or the County Clerk can serve in the capacity as the election official. The proper procedures were discussed by the Board and communications going forward when speaking about the bond as a member of the Board.

Approval of the Energy Savings Performance Contract with JCI, David Roberts, Business Administrator – presented the finalization of the energy audit. Scott Rees with JCI spoke regarding the completion of the audit and the major project areas with facilities.

Julie Taylor made a motion to approve the Energy Efficient Performance Contract with JCI and create a financing mechanism, second by Connie Archibald. The motion passed unanimously.

Nancy Kennedy – Yes
Bryan Smith – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Approval of Financing with Webster Bank for Building Energy Efficiencies

Nancy Kennedy made a motion to approve the Equipment Lease Program financing, second by Tiffani Summers. The motion passed unanimously.

Nancy Kennedy – Yes
Bryan Smith – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Approval of Sex Education Curriculum Materials Review Committee Keith Mecham, Assistant Superintendent of Secondary Teaching & Learning, presented on committee members for the 2024-2025 year that will meet to review the Sex Education Curriculum Materials.

Danielle Wright made the motion to approve the Sex Education Curriculum Materials Review Committee, second by Bryan Smith. The motion passed unanimously.

Nancy Kennedy – Yes
Bryan Smith – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Information Items:

AP Results, Jeff Morris, Assessment & ELL Director – presented a PowerPoint presentation on AP scores and participation which shows an increase of 10%.

Transportation Routing Software, Cutting Fuel Costs, and Field Trip Issues Jason Sparks, Director of Transportation – presented the number of students on each bus has decreased, which has reduced the number of behavioral problems on buses. More costs are reimbursed by the State due to the dual run routes. BESD is the most efficient District by \$0.20 per mile. Double run recovery will be approximately \$400,000.

A new fuel tank has been installed at the Tremonton Transportation site with a cost savings of approximately \$0.98 per gallon. This allows the District to control the quality of fuel put into the buses.

Field Trips – The Transportation Department will guarantee two buses on each end of the District through April 1st, every day but Friday for field trips and return by the end of the school day. Scheduling field trips early will help alleviate the problem. They will be scheduled on a first come, first serve basis. A 10% discount on the cost of the route will be given if the field trip is scheduled before April 1st. The field trip policy will be revised

so that elementary schools leave when school begins and return before the end of the school day.

Updated routing program allows school secretaries to see detailed route information. Sub drivers will have a hands-free device which will provide turn by turn directions and a picture of students getting on the bus. This will help to analyze routes and continue to improve.

Jason Sparks has worked with Tremonton City and the State to assure that the State road project will wait to begin until the Tremonton City project has been completed. He also worked with Box Elder County on a timeline for a Fielding bridge that was washed out.

Monthly Financial Report

David Roberts, Business Administrator- first month of the year is similar to last year. Presented that everything looks good and in line with the budget. Clarified why property taxes and valuation went down.

Board Committee Reports

Connie Archibald – spoke with regards to an invitation to legislators’ invitation to attend a neighboring school and to even teach the class if they would like. Spoke about the regional meeting for USBA members coming up.

Policy to Delete:

Policy Changes from Negotiated Agreements (No Action Required - Review Only)

Policy 3042 Educational Support Professionals (ESP or Classified) Employee Evaluation

Policy 3044 Orderly School Termination for Employees

Policy 3200 ESP: General Statement

Policy 3202 ESP: Employment and Placement

Policy 3208 ESP: Fringe Benefits and Leave of Absence

Consent Items:

Discussion began with Nancy Kennedy mentioned minutes for July reflecting Bryan Smith not in attendance, but made motions.

Karen Cronin made the motion to approve consent items with the correction to the July minutes to add Bryan Smith and correction in the August 7, 2024 minutes to correct Bryan Smith’s name, seconded by Julie Taylor. The motion passed unanimously.

Nancy Kennedy – Yes

Bryan Smith – Yes

Julie Taylor – Yes

Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

The consent items included the following items:

Approval of the minutes of the work and regular meetings held on July 14, 2024.

Approval of claim 00050945 – 00051140, 02070924, 08073124, 07032924.

Personnel Actions

See attachment to agenda.

Out of State Travel

BRHS Girls Wrestling
BRHS Band and Choir

Suggestions for Future Board Meetings:

Karen Cronin would like to address Policy 5200, the student dress policy. A small discussion about the policy, the focus, including administrators and teachers concerns.

Closed Session to Discuss Real Property & Personnel

David Roberts, Business Administrator – real property.

Motion by Bryan Smith to go into closed session to discuss real property and personnel, second by Nancy Kennedy. The motion passed unanimously, roll call vote. Met in closed session at 9:10 p.m.

Roll Call Vote:

Nancy Kennedy – Yes
Bryan Smith – Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Motion by Karen Cronin to leave the closed session and return to the Regular Board Meeting, second by Bryan Smith. The motion passed unanimously.

Roll Call Vote:

Nancy Kennedy – Yes
Bryan Smith - Yes

Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Closed session for real property and personnel ended at 9:53 p.m.

Adjournment:

Motion by Karen Cronin to adjourn the Regular Board Meeting, second by Bryan Smith.
The motion passed unanimously.

Nancy Kennedy – Yes
Bryan Smith - Yes
Julie Taylor – Yes
Wade Hyde – Yes
Connie Archibald – Yes
Tiffani Summers – Yes
Danielle Wright – Yes
Karen Cronin – Yes

Regular board meeting adjourned at 9:54 p.m.

With the announcement that the next meeting will be held on Wednesday, September 11, 2024 with a Work Session at 5:30 p.m., at the Independent Life Skills Center, 960 S Main St, Brigham City, Utah.

APPROVED: _____

ATTESTED: _____
School Business Administrator

President, Board of Education

Check Register Summary

Batch Year: 25 Bank: All Date Range: 08/01/2024 - 08/31/2024

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
01	00050959	CV	08/15/2024	43907	BRIGHAM GLASS	-1,310.05
01	00051141	C	08/01/2024	1	CAMERON OR SADIE LOSEE	105.00
01	00051142	C	08/01/2024	1	CARSON OR BETHANY WHITE	200.00
01	00051143	C	08/01/2024	66478	JAMES BAKER	461.97
01	00051144	C	08/01/2024	109695	BELLAS FRESH MEXICAN GRILL	1,357.96
01	00051145	C	08/01/2024	59471	TORIA BIGHAM	153.32
01	00051146	C	08/01/2024	100913	BORDER STATES INDUSTRIES, INC	4,275.44
01	00051147	C	08/01/2024	68586	STACY BUTTS	3.78
01	00051148	C	08/01/2024	890740	CENTURYLINK	694.64
01	00051149	C	08/01/2024	38091	DATAIO LLC	1,140.00
01	00051150	C	08/01/2024	102017	DAVIS SCHOOL DISTRICT	850.00
01	00051151	C	08/01/2024	110532	ECOLAB EQUIPMENT CARE	185.84
01	00051152	C	08/01/2024	12696	MHI SERVICE INC	2,193.54
01	00051153	C	08/01/2024	892645	ROCKY MOUNTAIN POWER	20,899.17
01	00051154	C	08/01/2024	60020	RON KELLER TIRE INC	1,666.80
01	00051155	C	08/01/2024	59625	SCRUB SHOPPE	9,777.79
01	00051156	C	08/01/2024	65374	SUMMIT FIRE & SECURITY LLC	5,804.46
01	00051157	C	08/01/2024	108116	JANETTE TOMKINSON	128.52
01	00051158	C	08/01/2024	102558	UTAH DEPARTMENT OF HEALTH	71,330.98
01	00051159	C	08/01/2024	101369	UTAH SCHOOL BOARDS RISK MANAGEMENT	571,378.00
01	00051160	C	08/01/2024	24580	VERIZON WIRELESS	5,505.75
01	00051161	C	08/01/2024	31364	95 PERCENT GROUP LLC	154,078.10
01	00051162	C	08/01/2024	38032	AMAZON CAPITAL SERVICES INC	28,895.19
01	00051163	C	08/01/2024	59064	CODEHS	45,450.00
01	00051164	C	08/01/2024	15660	DAKTRONICS	30,683.40
01	00051165	C	08/01/2024	100293	DELL INC	875.00
01	00051166	C	08/01/2024	50156	EDUCATORS HANDBOOK.COM	13,566.00
01	00051167	C	08/01/2024	386370	HYKO SUPPLY CO	3,344.02
01	00051168	C	08/01/2024	901150	IMT COMPANIES LLC	9,716.13
01	00051169	C	08/01/2024	102697	INTERCONNECT SERVICES INC	6,650.42
01	00051170	C	08/01/2024	100550	JOSTENS INC	63.00
01	00051171	C	08/01/2024	45560	LAKESHORE LEARNING MATERIALS	20,810.70
01	00051172	C	08/01/2024	633340	OFFICE DEPOT	6,212.95
01	00051173	C	08/01/2024	69450	ROBOTIX US INC	112.31
01	00051174	C	08/01/2024	54313	SCHOOL SPECIALTY, LLC	419.96
01	00051175	C	08/01/2024	110873	SOLUTION TREE	5,656.30
01	00051176	C	08/01/2024	31038	SPYGLASS GROUP LLC	76,929.72
01	00051177	C	08/01/2024	157371	STAPLES	5,305.79
01	00051178	C	08/01/2024	108299	STEVE WEISS MUSIC	1,803.00
01	00051179	C	08/08/2024	100742	ACT	2,760.00
01	00051180	C	08/08/2024	812477	ALSCO/AMERICAN LINEN	1,114.55
01	00051181	C	08/08/2024	8648	JACOB BALLS	74.00
01	00051182	C	08/08/2024	85556	BEAR RIVER HEALTH DEPARTMENT	210.00
01	00051183	C	08/08/2024	85768	BEAR RIVER SEWER DEPT	255.50
01	00051184	C	08/08/2024	104320	BOX ELDER COUNTY TREASURER	53.00
01	00051185	C	08/08/2024	104338	BOX ELDER HIGH SCHOOL	1,000.00
01	00051186	C	08/08/2024	104370	BOX ELDER NEWS JOURNAL	297.00
01	00051187	C	08/08/2024	111635	BRIDGERLAND BAND INSTRUMENT REPAIR	144.00
01	00051188	C	08/08/2024	108217	BRIGHAM CITY CORPORATION	64,743.25
01	00051189	C	08/08/2024	43907	BRIGHAM GLASS	1,332.62
01	00051190	C	08/08/2024	105981	KRISTI N CAPENER	103.00
01	00051191	C	08/08/2024	70440	JOSE CONTRERAS	118.80
01	00051192	C	08/08/2024	110574	JOETTE CRAIG	142.16
01	00051193	C	08/08/2024	162470	CRUS OIL INC	195.26
01	00051194	C	08/08/2024	59269	CUMMINS SALES AND SERVICE	340.59
01	00051195	C	08/08/2024	66079	JILL DALLON	334.60
01	00051196	C	08/08/2024	70882	DEBRA EVANS	247.12
01	00051197	C	08/08/2024	104881	FERGUSON ENTERPRISES INC	150.57
01	00051198	C	08/08/2024	143160	FRONTIER COMMUNICATION	294.05
01	00051199	C	08/08/2024	304217	GARLAND CITY	6,597.23
01	00051200	C	08/08/2024	324430	GRAYBAR ELECTRIC COMPANY INC	3,194.38
01	00051201	C	08/08/2024	327480	GREER'S HARDWARE	25.98

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01	00051202	C	08/08/2024	26859	JAMIE HIRSCHI	137.00
01	00051203	C	08/08/2024	70769	HEATHER HORROCKS	74.00
01	00051204	C	08/08/2024	61530	INTELEPEER CLOUD COMMUNICATIONS, LLC	4,874.53
01	00051205	C	08/08/2024	111125	IML SECURITY SUPPLY	1,736.21
01	00051206	C	08/08/2024	49026	IVY LANE PEDATRICS	3,363.70
01	00051207	C	08/08/2024	109677	HEIDI B JENSEN	74.00
01	00051208	C	08/08/2024	100774	JEPPSEN DISTRIBUTING/JEFF JEPPSEN	427.50
01	00051209	C	08/08/2024	6360	JEREMY JOHNSON	367.31
01	00051210	C	08/08/2024	10340	AMBER KIMBER	74.00
01	00051211	C	08/08/2024	21733	HALLIE KUNZLER	97.00
01	00051212	C	08/08/2024	109830	LACY MCKNIGHT	74.00
01	00051213	C	08/08/2024	29858	MOUNTAINLAND SUPPLY COMPANY	1,789.69
01	00051214	C	08/08/2024	57800	JAMES NELSON	640.98
01	00051215	C	08/08/2024	49859	JACKSON GROUP LOCKBOX	891.74
01	00051216	C	08/08/2024	111189	PATRICK PARKER	159.84
01	00051217	C	08/08/2024	700077	PERRY CITY	247.31
01	00051218	C	08/08/2024	732367	RAFT RIVER RURAL	754.73
01	00051219	C	08/08/2024	2720	SUZANNE REEDER	63.00
01	00051220	C	08/08/2024	109395	JOYLENE RITCHIE	348.64
01	00051221	C	08/08/2024	32913	ROYAL WHOLESALE ELECTRIC	997.50
01	00051222	C	08/08/2024	55336	S & D CARWASH MANAGEMENT, LLC	215.91
01	00051223	C	08/08/2024	110789	CORE BUSINESS TECHNOLOGIES (SIP)	39.95
01	00051224	C	08/08/2024	110968	SKY BLUE INDUSTRIES INC	265.47
01	00051225	C	08/08/2024	66060	SAMANTHA SPROUL	97.00
01	00051226	C	08/08/2024	70432	AMBER STANWORTH	64.80
01	00051227	C	08/08/2024	70513	AUSTIN STOREY	74.00
01	00051228	C	08/08/2024	110408	AMY JO SUMMERS	74.00
01	00051229	C	08/08/2024	66087	DEBRA SUMMERS	97.00
01	00051230	C	08/08/2024	110914	SUPERIOR WATER AND AIR INC	35.95
01	00051231	C	08/08/2024	66729	TK ELEVATOR CORPORATION	3,675.48
01	00051232	C	08/08/2024	109356	TRANSPORT DIESEL	854.24
01	00051233	C	08/08/2024	44512	TREMONTON LEADER	590.10
01	00051234	C	08/08/2024	52795	LAURA TURESON	63.00
01	00051235	C	08/08/2024	875087	UKON WATER CO	937.50
01	00051236	C	08/08/2024	999005	UTAH STATE RETIREMENT FUND	2,718.48
01	00051237	C	08/08/2024	63177	VALANT MEDICAL SOLUTIONS, INC	157.50
01	00051238	C	08/08/2024	924155	WASTE MGMT OF UTAH INC	4,167.38
01	00051239	C	08/08/2024	22071	JENNIFER WEBB	386.44
01	00051240	C	08/08/2024	48178	HEIDI JO WEST	74.00
01	00051241	C	08/08/2024	941217	WILLARD CITY CORP	177.15
01	00051242	C	08/08/2024	38032	AMAZON CAPITAL SERVICES INC	3,694.82
01	00051243	C	08/08/2024	106497	APPLE STORE	1,794.00
01	00051244	C	08/08/2024	19070	C&R AUTO AND TRAILER SALES	28,185.00
01	00051245	C	08/08/2024	100293	DELL INC	1,550.00
01	00051246	C	08/08/2024	68306	HYP0 SOURCE	3,800.00
01	00051247	C	08/08/2024	901150	IMT COMPANIES LLC	10,089.93
01	00051248	C	08/08/2024	474162	JOSTENS	266.00
01	00051249	C	08/08/2024	36943	K LOG INC	1,040.63
01	00051250	C	08/08/2024	37010	MANDARIN MATRIX INC	12,600.00
01	00051251	C	08/08/2024	545971	MARC / MID AMERICAN RESEARCH	1,366.70
01	00051252	C	08/08/2024	105708	NICKYS FOLDERS/ROCHESTER 100	491.55
01	00051253	C	08/08/2024	44172	NORCO INC	56.06
01	00051254	C	08/08/2024	633340	OFFICE DEPOT	3,007.19
01	00051255	C	08/08/2024	55441	PANORAMA EDUCATION, INC	44,000.00
01	00051256	C	08/08/2024	49220	ROCKALINGUA INC	3,781.00
01	00051257	C	08/08/2024	759360	ROTO AIRE	1,498.68
01	00051258	C	08/08/2024	157371	STAPLES	66.78
01	00051259	C	08/15/2024	1	AMANDA TOONE	23.55
01	00051260	C	08/15/2024	1	ASHLEE WARD	116.00
01	00051261	C	08/15/2024	1	HEATHER WALKER	69.90
01	00051262	C	08/15/2024	1	KELLY JONES	64.95
01	00051263	C	08/15/2024	1	KRISTEN ANDERSEN	220.80

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01	00051264	C	08/15/2024	1	LEE KRAUS	33.85
01	00051265	C	08/15/2024	1	TRAVIS LILJENQUIST	32.55
01	00051266	C	08/15/2024	6617	ACME WATER CO	1,209.46
01	00051267	C	08/15/2024	85556	BEAR RIVER HEALTH DEPARTMENT	1,000.00
01	00051268	C	08/15/2024	61000	HEATHER BIGGS	220.84
01	00051269	C	08/15/2024	108217	BRIGHAM CITY CORPORATION	140,560.00
01	00051270	C	08/15/2024	113116	BRYSON SALES & SERVICE	5,715.22
01	00051271	C	08/15/2024	3271	CANON SOLUTIONS AMERICA	1,749.94
01	00051272	C	08/15/2024	890740	CENTURYLINK LONG DISTANCE	1.21
01	00051273	C	08/15/2024	107994	CERTIFIED SHRED	141.00
01	00051274	C	08/15/2024	40363	CIO MEDICAL SERVICES	1,010.00
01	00051275	C	08/15/2024	14958	CULLIGAN	30.00
01	00051276	C	08/15/2024	56197	DENTONS DURHAM JONES PINEGAR PC	1,152.00
01	00051277	C	08/15/2024	62235	DEX IMAGING LLC	190.00
01	00051278	C	08/15/2024	54410	DILLON TOYOTA LIFT	1,289.25
01	00051279	C	08/15/2024	729332	ECONO WASTE INC	6,202.91
01	00051280	C	08/15/2024	64084	ALDER EDUCATION LAW	1,000.00
01	00051281	C	08/15/2024	110446	EMPLOYER ADVOCATES LLC	2,337.30
01	00051282	C	08/15/2024	55557	ELIZABETH FERTIG	99.90
01	00051283	C	08/15/2024	108301	HERITAGE AUTO OF BRIGHAM CITY	1,022.70
01	00051283	CV	08/22/2024	108301	HERITAGE AUTO OF BRIGHAM CITY	-1,022.70
01	00051284	C	08/15/2024	67342	ELINA HERNANDEZ	260.04
01	00051285	C	08/15/2024	9725	MOLLIANN HOLMES	47.03
01	00051286	C	08/15/2024	71242	IRON GATE CATERING	2,676.00
01	00051287	C	08/15/2024	62618	MELANIE JOOSTEN	76.35
01	00051288	C	08/15/2024	58246	LINDE GAS & EQUIPMENT INC	1,949.70
01	00051289	C	08/15/2024	543168	MADDOX RANCH HOUSE	313.67
01	00051290	C	08/15/2024	39551	SHAWN MARBLE	30.50
01	00051291	C	08/15/2024	111273	NUCO2 LLC	5,066.70
01	00051292	C	08/15/2024	104992	PRINT SHOP	150.00
01	00051293	C	08/15/2024	71099	NEFI A REYES DE LA PAZ	811.84
01	00051294	C	08/15/2024	802087	SNOWVILLE WATERWORKS INC	1,519.50
01	00051295	C	08/15/2024	804825	SUNRISE HIGH SCHOOL	90.00
01	00051296	C	08/15/2024	71102	MATTHEW TAYLOR	1,023.69
01	00051297	C	08/15/2024	892916	DGO FUEL NETWORK TEAM	11,379.82
01	00051298	C	08/15/2024	110931	WEESE GLASS LLC	225.00
01	00051299	C	08/15/2024	38032	AMAZON CAPITAL SERVICES INC	16,339.97
01	00051300	C	08/15/2024	70416	BRAND-CO CUSTOM APPAREL LLC	6,118.84
01	00051301	C	08/15/2024	70939	CAMFIL USA, INC	736.74
01	00051302	C	08/15/2024	2941	EASY WAY SAFETY SERVICES INC	2,455.00
01	00051303	C	08/15/2024	66095	EREFLECT INC	6,359.50
01	00051304	C	08/15/2024	386370	HYKO SUPPLY CO	1,743.67
01	00051305	C	08/15/2024	100522	INTERMOUNTAIN FARMERS ASSOC / IFA	355.85
01	00051306	C	08/15/2024	102697	INTERCONNECT SERVICES INC	9,844.75
01	00051307	C	08/15/2024	53082	LEXIA LEARNING SYSTEMS LLC	250.00
01	00051308	C	08/15/2024	105708	NICKYS FOLDERS/ROCHESTER 100	95.00
01	00051309	C	08/15/2024	633340	OFFICE DEPOT	6,957.04
01	00051310	C	08/15/2024	43567	PENCIL WHOLESale LLC	447.00
01	00051311	C	08/15/2024	63371	RAPID FIRE PROTECTION, INC	14,000.00
01	00051312	C	08/15/2024	157371	STAPLES	1,361.25
01	00051313	C	08/15/2024	824825	SWANSON BUILDING MATERIALS INC	673.34
01	00051314	C	08/15/2024	70866	TIMESAVERS, LLC	200.46
01	00051315	C	08/15/2024	110040	WALL 2 WALL	14,567.60
01	00051316	C	08/15/2024	41068	ZOHO CORPORATION	5,082.00
01	00051317	C	08/22/2024	1	JORDAN HARPER OR GRIFFIN HOLMGREN	200.00
01	00051318	C	08/22/2024	1	KANDICE SCOTHERN	91.65
01	00051319	C	08/22/2024	1	TASHA BESS	52.40
01	00051320	C	08/22/2024	1	TASIA RANDALL	60.50
01	00051321	C	08/22/2024	1	TRUDY PEBLEY	122.20
01	00051322	C	08/22/2024	4260	BCI / UTAH BUREAU OF CRIMINAL IDENTIF	631.75
01	00051323	C	08/22/2024	38091	DATAIO LLC	10,262.66
01	00051324	C	08/22/2024	110559	HARMONY HOME HEALTH LLC	182.75

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01	00051325	C	08/22/2024	9628	TIFFANI ROCHE	129.60
01	00051326	C	08/22/2024	892645	ROCKY MOUNTAIN POWER	40,446.68
01	00051327	C	08/22/2024	66044	BRYNN SAXEY	63.00
01	00051328	C	08/22/2024	25976	SHERWIN-WILLIAMS	6,631.69
01	00051329	C	08/22/2024	852617	TREMONTON CITY CORP	13,941.16
01	00051330	C	08/22/2024	999009	UTAH RETIREMENT SYSTEMS	273.66
01	00051331	C	08/22/2024	109816	UTAH SAFETY COUNCIL	1,100.00
01	00051332	C	08/22/2024	891181	UTAH STATE UNIVERSITY	30.00
01	00051333	C	08/22/2024	38032	AMAZON CAPITAL SERVICES INC	8,385.29
01	00051334	C	08/22/2024	106497	APPLE STORE	799.00
01	00051335	C	08/22/2024	70939	CAMFIL USA, INC	3,219.22
01	00051336	C	08/22/2024	5568	CANNON SALES INC	2,640.00
01	00051337	C	08/22/2024	101699	CENTRAL RESTAURANT PRODUCTS	16,497.00
01	00051338	C	08/22/2024	103070	HEYWOOD ENGINEERING & CONSULT	7,687.00
01	00051339	C	08/22/2024	386370	HYKO SUPPLY CO	2,107.19
01	00051340	C	08/22/2024	102697	INTERCONNECT SERVICES INC	12,787.21
01	00051341	C	08/22/2024	1791	INTERSTATE ALL BATTERIES CENTER	79.20
01	00051342	C	08/22/2024	45560	LAKESHORE LEARNING MATERIALS	2,867.73
01	00051343	C	08/22/2024	111727	LAVENDER HILL PRESS	1,282.00
01	00051344	C	08/22/2024	53082	LEXIA LEARNING SYSTEMS LLC	20,250.00
01	00051345	C	08/22/2024	52078	MAGNETIC CONCEPTS CORPORATION	3,025.62
01	00051346	C	08/22/2024	633340	OFFICE DEPOT	726.88
01	00051347	C	08/22/2024	35955	PROMO PLUS	17,333.50
01	00051348	C	08/22/2024	110873	SOLUTION TREE	8,160.00
01	00051349	C	08/22/2024	157371	STAPLES	2,411.49
01	00051350	C	08/22/2024	61867	XIAOXIAO TANG	695.98
01	00051351	C	08/29/2024	1	BRANDI WELLS	12.00
01	00051352	C	08/29/2024	1	LISA CROWTHER	45.80
01	00051353	C	08/29/2024	1	MORGANNE EVANS	10.00
01	00051354	C	08/29/2024	1	NICOLE AYALA	119.40
01	00051355	C	08/29/2024	1	SHYLAH SANCHEZ	110.00
01	00051356	C	08/29/2024	14010	AED EVERYWHERE	1,648.71
01	00051357	C	08/29/2024	85556	BEAR RIVER HEALTH DEPARTMENT	50.00
01	00051358	C	08/29/2024	59471	TORIA BIGHAM	4,278.83
01	00051359	C	08/29/2024	100913	BORDER STATES INDUSTRIES, INC	7,269.47
01	00051360	C	08/29/2024	890740	CENTURYLINK	379.46
01	00051361	C	08/29/2024	71293	GILMORE & BELL, P.C.	3,500.00
01	00051362	C	08/29/2024	455120	JACKS TIRE & OIL INC	14,769.20
01	00051363	C	08/29/2024	103688	PACKER'S EXTINGUISHER LLC	2,288.50
01	00051364	C	08/29/2024	35270	QUADIENT, INC	471.70
01	00051365	C	08/29/2024	111821	JERI SANTOS	369.15
01	00051366	C	08/29/2024	65374	SUMMIT FIRE & SECURITY LLC	4,729.50
01	00051367	C	08/29/2024	999009	UTAH RETIREMENT SYSTEMS	2,690.48
01	00051368	C	08/29/2024	63177	VALANT MEDICAL SOLUTIONS, INC	157.50
01	00051369	C	08/29/2024	24580	VERIZON WIRELESS	7,610.39
01	00051370	C	08/29/2024	38032	AMAZON CAPITAL SERVICES INC	15,232.31
01	00051371	C	08/29/2024	106497	APPLE STORE	447.00
01	00051372	C	08/29/2024	3271	CANON SOLUTIONS AMERICA	4,185.00
01	00051373	C	08/29/2024	69159	CLEAR WATER INDUSTRIES	435.00
01	00051374	C	08/29/2024	110791	COLONIAL FLAG	726.54
01	00051375	C	08/29/2024	71170	DISCOVERY EDUCATION, INC	69,490.00
01	00051376	C	08/29/2024	58475	EMS LINQ, INC	32,740.00
01	00051377	C	08/29/2024	24430	HERTZ FURNITURE	2,024.18
01	00051378	C	08/29/2024	386370	HYKO SUPPLY CO	5,347.92
01	00051379	C	08/29/2024	68306	HYPO SOURCE	7,600.00
01	00051380	C	08/29/2024	102697	INTERCONNECT SERVICES INC	80,501.37
01	00051381	C	08/29/2024	1791	INTERSTATE ALL BATTERIES CENTER	133.70
01	00051382	C	08/29/2024	44369	LADDERPORT	1,149.00
01	00051383	C	08/29/2024	105708	NICKYS FOLDERS/ROCHESTER 100	169.20
01	00051384	C	08/29/2024	633340	OFFICE DEPOT	5,744.01
01	00051385	C	08/29/2024	100683	REALLY GOOD STUFF INC	949.00
01	00051386	C	08/29/2024	54313	SCHOOL SPECIALTY, LLC	22,405.42

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01	00051387	C	08/29/2024	157371	STAPLES	1,584.84
01	00051388	C	08/29/2024	21210	SPIRALEDGE INC	7,405.44
01	00051389	C	08/29/2024	861085	TVS PRO	2,077.50
01	00051390	C	08/29/2024	866716	UCI ACCOUNTS RECEIVABLE	7,679.85
01	00051391	C	08/29/2024	43753	VISTA HIGHER LEARNING, INC.	1,586.71
01	00051392	C	08/29/2024	65811	WESTECH FUEL EQUIPMENT COMPANY INC	101,644.19
01	00051393	C	08/29/2024	70793	WORLD GLOBES & MAPS LLC	3,864.00
01	00051394	C	08/30/2024	999027	B E SCHOOL BOARD FUND	80.00
01	00051395	C	08/30/2024	999024	BOSTON MUTUAL LIFE INS CO - W	501.35
01	00051396	C	08/30/2024	999055	BOX ELDER FOUNDATION	328.00
01	00051397	C	08/30/2024	999023	BOX ELDER SCHOOL DISTRICT	125.00
01	00051398	C	08/30/2024	999033	BUREAU CHILD SUPPORT SERV	1,353.00
01	00051399	C	08/30/2024	65781	DELTA DENTAL INSURANCE COMPANY	32,027.16
01	00051400	C	08/30/2024	999021	ELEVATE CREDIT UNION	6,500.00
01	00051401	C	08/30/2024	999019	EMI HEALTH	465.78
01	00051402	C	08/30/2024	999017	GLOBE LIFE INSURANCE CO	69.12
01	00051403	C	08/30/2024	999035	HORACE MANN INSURANCE COMPANY	29,872.20
01	00051404	C	08/30/2024	51080	IDAHO DIV OF MANAGEMENT/CHILD SUPPORT	605.00
01	00051405	C	08/30/2024	999111	MEADE RECOVERY SERVICES LLC	531.71
01	00051406	C	08/30/2024	999084	NATIONAL BENEFITS SERVICES LLC	10,857.29
01	00051407	C	08/30/2024	999008	OPTICARE	3,405.51
01	00051408	C	08/30/2024	999079	PUBLIC EMPLOYEES HEALTH P	763,910.26
01	00051409	C	08/30/2024	999032	PRE-PAID LEGAL SERVICES	1,235.15
01	00051410	C	08/30/2024	68560	PRIMUS LAW PC	1,687.41
01	00051411	C	08/30/2024	109177	STATE OF UTAH	330.23
01	00051412	C	08/30/2024	999018	THE HARTFORD	20,819.11
01	00051413	C	08/30/2024	999012	UESP	200.00
01	00051414	C	08/30/2024	999004	UTAH STATE TAX COMMISSION	834.02
01	00051415	C	08/30/2024	999003	UTAH STATE TAX COMMISSION	241,733.05
01	00051416	C	08/30/2024	71110	VOYA FINANCIAL	8,563.79
01	02081524	M	08/12/2024	109177	UTAH DEPARTMENT OF WORKFORCE SERVICES	50.61
01	05081224	M	08/11/2024	888540	US BANK	139,962.13
01	07083124	M	08/30/2024	999070	HEALTH EQUITY INC	153,046.35
01	08083124	M	08/30/2024	999005	UTAH STATE RETIREMENT FUND	1,536,340.94
01	09082024	M	08/30/2024	999140	BANK OF UTAH	76,811.41
01	09083124	M	08/30/2024	999140	BANK OF UTAH	1,338,468.02
Total Bank: 01						\$6,599,547.29

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
02	00101352	C	08/01/2024	85738	BEAR RIVER HIGH SCHOOL	2,000.00
02	00101353	C	08/01/2024	104338	BOX ELDER HIGH SCHOOL	15,000.00
02	00101354	C	08/01/2024	104348	BOX ELDER MIDDLE SCHOOL	5,000.00
02	00101355	C	08/01/2024	1597	CANYONS SCHOOL DISTRICT	900.00
02	00101356	C	08/01/2024	804830	SOUTHERN UTAH UNIVERSITY	1,200.00
02	00101357	C	08/08/2024	38032	AMAZON CAPITAL SERVICES INC	1,278.95
02	00101358	C	08/08/2024	85738	BEAR RIVER HIGH SCHOOL	20,000.00
02	00101358	CV	08/19/2024	85738	BEAR RIVER HIGH SCHOOL	-20,000.00
02	00101359	C	08/08/2024	110723	BOX ELDER CHAMBER OF COMMERCE	75.00
02	00101360	C	08/08/2024	104321	BOX ELDER SCHOOL DISTRICT	720.00
02	00101361	C	08/08/2024	85559	CENTURY ELEMENTARY	240.00
02	00101362	C	08/08/2024	186330	DISCOVERY SCHOOL	240.00
02	00101363	C	08/08/2024	281678	FIELDING SCHOOL	240.00
02	00101364	C	08/08/2024	30872	UTAH VALLEY UNIVERSITY	5,500.00
02	00101365	C	08/15/2024	38032	AMAZON CAPITAL SERVICES INC	1,070.04
02	00101366	C	08/15/2024	85738	BEAR RIVER HIGH SCHOOL	10,000.00
02	00101367	C	08/15/2024	104321	BOX ELDER SCHOOL DISTRICT	10,000.00
02	00101368	C	08/15/2024	109248	J W PEPPER MUSIC	2,401.99
02	00101369	C	08/15/2024	11827	SNOW COLLEGE	1,000.00
02	00101370	C	08/22/2024	85738	BEAR RIVER HIGH SCHOOL	5,300.00
02	00101371	C	08/22/2024	104321	BOX ELDER SCHOOL DISTRICT	126.90
02	00101372	C	08/22/2024	11827	SNOW COLLEGE	3,500.00
02	00101373	C	08/29/2024	111004	BRIDGERLAND APPLIED TECH/BATC	3,000.00
02	00101374	C	08/29/2024	60313	DUO GROUP LLC	1,500.00
02	00101375	C	08/29/2024	103688	PACKER'S EXTINGUISHER LLC	750.00
02	00101376	C	08/29/2024	804830	SOUTHERN UTAH UNIVERSITY	3,000.00
Total Bank: 02						\$74,042.88

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
11	01105752	A	08/01/2024	108695	AIRGAS USA LLC - CENTRAL DIVISION	10,146.30
11	01105753	A	08/01/2024	104132	BEAZER LOCK & KEY	17,673.46
11	01105754	A	08/01/2024	101520	BELL JANITORIAL	23,965.92
11	01105755	A	08/01/2024	105301	CACHE VALLEY ELECTRIC INC	6,958.75
11	01105756	A	08/01/2024	728870	DOMINION ENERGY UTAH	3,375.83
11	01105757	A	08/01/2024	46116	ROBERT GORDON	80.00
11	01105758	A	08/01/2024	322776	GRAINGERS INC	80.43
11	01105759	A	08/01/2024	27243	KELLY SERVICES INC	23,657.20
11	01105760	A	08/01/2024	100590	WAXIE SANITARY SUPPLY	937.75
11	01105761	A	08/08/2024	109024	ARBITERPAY TRUST ACCOUNT	20,000.00
11	01105762	A	08/08/2024	109023	ARBITERPAY TRUST ACCOUNT	20,000.00
11	01105763	A	08/08/2024	104132	BEAZER LOCK & KEY	8,149.52
11	01105764	A	08/08/2024	101520	BELL JANITORIAL	446.90
11	01105765	A	08/08/2024	60933	MICHAEL BIRD	36.00
11	01105766	A	08/08/2024	102177	BRADY INDUSTRIES LLC	404.16
11	01105767	A	08/08/2024	105301	CACHE VALLEY ELECTRIC INC	2,036.23
11	01105768	A	08/08/2024	106437	CARSON ELEVATOR CO INC	342.20
11	01105769	A	08/08/2024	134250	CEM SALES & SERVICE	1,505.49
11	01105770	A	08/08/2024	110876	CAROL DITTLI	276.36
11	01105771	A	08/08/2024	60500	DOABLE WELLNESS	7,750.00
11	01105772	A	08/08/2024	35718	O C TANNER RECOGNITION COMPANY	6,033.14
11	01105773	A	08/08/2024	100866	VALCOM	1,103.00
11	01105774	A	08/08/2024	100590	WAXIE SANITARY SUPPLY	911.56
11	01105775	A	08/15/2024	101520	BELL JANITORIAL	292.80
11	01105776	A	08/15/2024	102177	BRADY INDUSTRIES LLC	295.20
11	01105777	A	08/15/2024	105301	CACHE VALLEY ELECTRIC INC	87,768.32
11	01105778	A	08/15/2024	134250	CEM SALES & SERVICE	1,740.15
11	01105779	A	08/15/2024	728870	DOMINION ENERGY UTAH	3,224.68
11	01105780	A	08/15/2024	322776	GRAINGERS INC	704.29
11	01105781	A	08/15/2024	32816	KLEO, INC DBA CLASS WALLET	230,500.00
11	01105782	A	08/15/2024	47686	TNT ENGRAVING	122.75
11	01105783	A	08/15/2024	100590	WAXIE SANITARY SUPPLY	961.49
11	01105784	A	08/22/2024	108695	AIRGAS USA LLC - CENTRAL DIVISION	4,818.34
11	01105785	A	08/22/2024	104132	BEAZER LOCK & KEY	14,489.12
11	01105786	A	08/22/2024	134250	CEM SALES & SERVICE	80.65
11	01105787	A	08/22/2024	165225	CURRICULUM ASSOC INC	1,364.00
11	01105788	A	08/29/2024	56766	ATOMIC JOLT INC	11,033.00
11	01105789	A	08/29/2024	101520	BELL JANITORIAL	41,138.34
11	01105790	A	08/29/2024	102177	BRADY INDUSTRIES LLC	121.87
11	01105791	A	08/29/2024	105301	CACHE VALLEY ELECTRIC INC	37,086.66
11	01105792	A	08/29/2024	728870	DOMINION ENERGY UTAH	2,903.94
11	01105793	A	08/29/2024	100590	WAXIE SANITARY SUPPLY	1,060.68
Total Bank: 11						\$595,576.48
15	00000103	C	08/13/2024	38032	AMAZON CAPITAL SERVICES INC	877.43
15	00000104	C	08/27/2024	14958	CULLIGAN	279.90
15	00000105	C	08/27/2024	71277	ELAN PUBLISHING	469.87
15	00000106	C	08/27/2024	489250	KENTS MARKET PL/BRIGHAM	8.78
15	00000107	C	08/27/2024	103604	SCHOLASTIC MAGAZINES	383.36
15	00000108	C	08/27/2024	47686	TNT ENGRAVING	10.50
15	00000109	C	08/27/2024	38032	AMAZON CAPITAL SERVICES INC	240.63
Total Bank: 15						\$2,270.47
29	16800578	C	08/26/2024	158220	COVER UP	46.00
29	16800579	C	08/26/2024	38032	AMAZON CAPITAL SERVICES INC	130.95
29	16800580	C	08/26/2024	45934	KUNZLER CATERING	50.00
Total Bank: 29						\$226.95

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
33	30403055	C	08/16/2024	38032	AMAZON CAPITAL SERVICES INC	20.69
33	30403056	C	08/16/2024	327480	GREER'S HARDWARE	28.64
33	30403057	C	08/16/2024	71013	MILL HILL MUSIC LLC	140.00
33	30403058	C	08/27/2024	38032	AMAZON CAPITAL SERVICES INC	250.46
33	30403059	C	08/27/2024	109248	J W PEPPER MUSIC	1,663.74
33	30403060	C	08/27/2024	66834	MOUNTAIN VALLEY PRINTING	765.00
33	30403061	C	08/27/2024	5908	WALMART COMMUNITY	22.22
Total Bank: 33						\$2,890.75
34	30803600	C	08/06/2024	111635	BRIDGERLAND BAND INSTRUMENT REPAIR	2,548.00
34	30803601	C	08/06/2024	100148	HIGH NOON BOOKS	5,126.21
34	30803602	C	08/06/2024	70874	TEACH THE WORLD TO READ LLC	9,000.00
34	30803603	C	08/06/2024	5908	WALMART COMMUNITY	97.52
34	30803604	C	08/20/2024	1	LIZ ELLIS	50.00
34	30803605	C	08/20/2024	1	MARIE TOMLINSON	50.00
34	30803606	C	08/20/2024	38032	AMAZON CAPITAL SERVICES INC	502.88
34	30803607	C	08/20/2024	106895	BADGER SCREEN PRINTING CO	119.32
34	30803608	C	08/20/2024	45500	BOX ELDER SCHOOL DISTRICT	130.00
34	30803609	C	08/20/2024	104321	BOX ELDER SCHOOL DISTRICT	129.44
Total Bank: 34						\$17,753.37
35	40403336	C	08/19/2024	1	JACK OWEN	200.00
35	40403337	C	08/19/2024	1724	ACE HARDWARE TREMONTON	131.35
35	40403338	C	08/19/2024	104321	BOX ELDER SCHOOL DISTRICT	361.18
35	40403339	C	08/19/2024	62235	DEX IMAGING LLC	33.84
35	40403340	C	08/19/2024	489240	KENTS MARKET PL/TREMONTON	32.98
35	40403341	C	08/19/2024	57223	SCHOOL CHECK IN / NAVIGATE 360	397.84
35	40403342	C	08/19/2024	103604	SCHOLASTIC MAGAZINES	780.22
Total Bank: 35						\$1,937.41
36	40804533	C	08/20/2024	1	Stephanie Nelson	85.00
36	40804534	C	08/20/2024	112046	ACE HARDWARE - BRIGHAM	105.60
36	40804535	C	08/20/2024	35688	ALPHAGRAPHICS	231.32
36	40804536	C	08/20/2024	38032	AMAZON CAPITAL SERVICES INC	711.41
36	40804537	C	08/20/2024	45500	BOX ELDER SCHOOL DISTRICT	186.00
36	40804538	C	08/20/2024	104321	BOX ELDER SCHOOL DISTRICT	2,026.35
36	40804539	C	08/20/2024	70416	BRAND-CO CUSTOM APPAREL LLC	369.67
36	40804540	C	08/20/2024	158220	COVER UP	1,822.63
36	40804541	C	08/20/2024	43443	KRISHNA'S COLORS	919.00
36	40804542	C	08/20/2024	52078	MAGNETIC CONCEPTS CORPORATION	51.88
Total Bank: 36						\$6,508.86
37	70414522	C	08/01/2024	104321	BOX ELDER SCHOOL DISTRICT	10,999.00
37	70414523	C	08/05/2024	70955	JUDGE SOFTBALL CAMPS	750.00
37	70414524	C	08/08/2024	1	ALICIA PARKER	40.00
37	70414525	C	08/08/2024	1724	ACE HARDWARE TREMONTON	40.66
37	70414526	C	08/08/2024	38032	AMAZON CAPITAL SERVICES INC	6,025.77
37	70414527	C	08/08/2024	58556	BB-BANDS	830.00
37	70414528	C	08/08/2024	39209	FAIRFIELD INN DRAPER	641.18
37	70414529	C	08/08/2024	70858	BUSINESS U	895.00
37	70414530	C	08/08/2024	107994	CERTIFIED SHRED	112.00
37	70414531	C	08/08/2024	71030	JOHN DONLEY	500.00
37	70414532	C	08/08/2024	38644	GREEN CANYON HIGH SCHOOL	150.00
37	70414533	C	08/08/2024	327480	GREER'S HARDWARE	101.23
37	70414534	C	08/08/2024	100522	INTERMOUNTAIN FARMERS ASSOC / IFA	31.98
37	70414535	C	08/08/2024	51764	JONES SHIRTS & SIGNS	1,536.88
37	70414536	C	08/08/2024	4871	LOGAN HIGH SCHOOL	5,876.79
37	70414537	C	08/08/2024	25070	LOVELAND LIVING PLANET AQUARIUM	400.00
37	70414538	C	08/08/2024	111030	LOWE'S	2,038.91
37	70414539	C	08/08/2024	4910	NATIONAL FFA ORGANIZATION	3,316.00
37	70414540	C	08/08/2024	25453	PRIDE EMBROIDERY & SCREEN PRINTING	912.35
37	70414541	C	08/08/2024	56979	PROACTIVE COACHING LLC	275.00
37	70414542	C	08/08/2024	769715	SAM'S CLUB BUSINESS PAYMENTS	298.62
37	70414543	C	08/08/2024	111656	SCHOLASTIC BOOK	395.60
37	70414544	C	08/15/2024	1	ERIC BERGER	81.00

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
37	70414545	C	08/15/2024	1	MATTHEW LEE	105.00
37	70414546	C	08/15/2024	38032	AMAZON CAPITAL SERVICES INC	1,464.82
37	70414547	C	08/15/2024	45500	BOX ELDER SCHOOL DISTRICT	130.00
37	70414548	C	08/15/2024	111287	BOWCUTT'S FLOWERS & GIFTS	305.00
37	70414549	C	08/15/2024	104321	BOX ELDER SCHOOL DISTRICT	16,874.52
37	70414550	C	08/15/2024	71145	BOX OUT SPORTS, LLC	950.00
37	70414551	C	08/15/2024	31658	BSN SPORTS	864.06
37	70414552	C	08/15/2024	12734	CITY OF ST GEORGE	300.00
37	70414553	C	08/15/2024	61743	CMC NEPTUNE	2,120.00
37	70414554	C	08/15/2024	4618	COLEMAN KNITTING MILL	1,841.00
37	70414555	C	08/15/2024	109962	MUSIC & ARTS	1,405.00
37	70414556	C	08/15/2024	51764	JONES SHIRTS & SIGNS	757.34
37	70414557	C	08/15/2024	66834	MOUNTAIN VALLEY PRINTING	4,415.05
37	70414558	C	08/15/2024	28967	ROBOTICS ED & COMPETITION FOUNDATION	200.00
37	70414559	C	08/15/2024	27430	ROGERS ATHLETIC CO	2,466.00
37	70414560	C	08/15/2024	39667	SIGN GYPSIES BOX ELDER	65.00
37	70414561	C	08/15/2024	69035	TITAN SPORTING GOODS	612.55
37	70414562	C	08/15/2024	5290	UHSAA / UTAH HIGH SCHOOL ACT ASSOC	3,230.00
37	70414563	C	08/15/2024	34185	UTAH DANCE & DRILL ASSOCIATION	130.00
37	70414564	C	08/15/2024	16535	VEX ROBOTICS	833.08
37	70414565	C	08/15/2024	36501	WILKINSON SUPPLY INC	9,341.54
37	70414566	C	08/15/2024	32824	YES PRINT COPY N MORE, LLC	36.02
37	70414567	C	08/22/2024	38032	AMAZON CAPITAL SERVICES INC	802.26
37	70414568	C	08/22/2024	15725	COSTCO MEMBERSHIP	139.10
37	70414569	C	08/22/2024	47635	EPIC PRODUCTIONS LLC	4,580.00
37	70414570	C	08/22/2024	71269	MEGAN FEWKES	600.00
37	70414571	C	08/22/2024	1821	IXL LEARNING	1,050.00
37	70414572	C	08/22/2024	109248	J W PEPPER MUSIC	302.99
37	70414573	C	08/22/2024	71250	SAINT JOSEPH CATHOLIC HIGH SCHOOL	300.00
37	70414574	C	08/22/2024	45519	SOUTH SUMMIT HIGH SCHOOL	450.00
37	70414575	C	08/22/2024	40010	SOUTHEASTERN PERFORMANCE APPAREL	260.01
37	70414576	C	08/22/2024	157371	STAPLES	256.16
37	70414577	C	08/22/2024	16535	VEX ROBOTICS	1,363.93
37	70414578	C	08/27/2024	66559	ALLTEAM SPORTSWEAR	1,223.00
37	70414579	C	08/27/2024	32077	BEAR RIVER RUGBY	500.00
37	70414580	C	08/27/2024	39209	FAIRFIELD INN DRAPER	1,134.80
37	70414581	C	08/27/2024	30520	FLAMES6 INC	8,561.00
37	70414582	C	08/27/2024	67725	GEAR UP SPORTS	1,163.55
37	70414583	C	08/27/2024	4790	HOME DEPOT CREDIT SERVICE	124.09
37	70414584	C	08/27/2024	67326	PIZZA PLUS OF TREMONTON	411.95
37	70414585	C	08/27/2024	769715	SAM'S CLUB BUSINESS PAYMENTS	2,627.67
37	70414586	C	08/27/2024	5290	UHSAA / UTAH HIGH SCHOOL ACT ASSOC	2,100.00
37	70414587	C	08/29/2024	38032	AMAZON CAPITAL SERVICES INC	3,004.81
37	70414588	C	08/29/2024	44024	APOGEE COMPONENTS, INC.	189.64
37	70414589	C	08/29/2024	106055	BLICK ART MATERIALS	2,515.09
37	70414590	C	08/29/2024	47635	EPIC PRODUCTIONS LLC	672.00
37	70414591	C	08/29/2024	37672	EWELL EDUCATIONAL SERVICES INC	135.00
37	70414592	C	08/29/2024	286060	FLINN SCIENTIFIC	132.70
37	70414593	C	08/29/2024	41963	MACKENZIE GARDNER	2,200.00
37	70414594	C	08/29/2024	71315	MATTHEW JAMES MOORE	325.00
37	70414595	C	08/29/2024	23531	STG TRAVEL	566.00
37	70414596	C	08/29/2024	111790	SUNSTONE POTTERY	4,237.01
37	70414597	C	08/29/2024	5908	WALMART COMMUNITY	1,271.31
37	70414598	C	08/29/2024	7528	UMEA	1,200.00
Total Bank: 37						\$129,093.02
38	70814528	C	08/16/2024	112046	ACE HARDWARE - BRIGHAM	47.70
38	70814529	C	08/16/2024	38032	AMAZON CAPITAL SERVICES INC	2,689.83
38	70814530	C	08/16/2024	106895	BADGER SCREEN PRINTING CO	1,295.20
38	70814531	C	08/16/2024	20869	BELL PRINTING AND DESIGN	794.00
38	70814532	C	08/16/2024	45500	BOX ELDER SCHOOL DISTRICT	335.20
38	70814533	C	08/16/2024	53457	BLACK STITCH LLC	270.00
38	70814534	C	08/16/2024	104321	BOX ELDER SCHOOL DISTRICT	6,585.00

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Bank	Check	Type	Date	Vendor	Vendor Name	Amount
38	70814535	C	08/16/2024	70963	ASHLEE BRIGGS	700.00
38	70814536	C	08/16/2024	65820	MEAGAN BROCKETT	300.00
38	70814537	C	08/16/2024	31658	BSN SPORTS	9,015.36
38	70814538	C	08/16/2024	107994	CERTIFIED SHRED	44.00
38	70814539	C	08/16/2024	30210	JACE THOMAS CHADWICK	300.00
38	70814540	C	08/16/2024	4618	COLEMAN KNITTING MILL	3,807.00
38	70814541	C	08/16/2024	158220	COVER UP	39.96
38	70814542	C	08/16/2024	60402	DEREK DAVIDSON	1,200.00
38	70814543	C	08/16/2024	107267	DOMINO'S PIZZA / BRIGHAM	58.16
38	70814544	C	08/16/2024	65587	ELITE SPORTSWEAR, L.P.	575.40
38	70814545	C	08/16/2024	103987	EWING IRRIGATION	83.77
38	70814546	C	08/16/2024	51977	HONEYBUCKET	290.00
38	70814547	C	08/16/2024	13420	HUDL	1,919.70
38	70814547	CV	08/16/2024	13420	HUDL	-1,919.70
38	70814548	C	08/16/2024	51632	IMPACT APPLICATIONS, INC	35.00
38	70814549	C	08/16/2024	71242	IRON GATE CATERING	2,025.60
38	70814550	C	08/16/2024	36200	COPPER HILLS HIGH SCHOOL	775.00
38	70814551	C	08/16/2024	70904	KENTUCKY DERBY MUSEUM CORPORATION	306.00
38	70814552	C	08/16/2024	71129	LEA A KOSTERLITZ	100.00
38	70814553	C	08/16/2024	543168	MADDOX RANCH HOUSE	40.66
38	70814554	C	08/16/2024	110154	MEDCO SCHOOL	2,150.35
38	70814555	C	08/16/2024	66834	MOUNTAIN VALLEY PRINTING	935.00
38	70814556	C	08/16/2024	66540	NATIONAL SPEECH & DEBATE ASSOCIATION	248.00
38	70814557	C	08/16/2024	4960	OLD GRIST MILL BREAD	37.05
38	70814558	C	08/16/2024	11320	PORTA PHONE	578.61
38	70814559	C	08/16/2024	70971	KALLI POTOKAR	700.00
38	70814560	C	08/16/2024	39667	SIGN GYPSIES BOX ELDER	85.00
38	70814561	C	08/16/2024	19488	T SHIRT CHOP SHOP	1,588.00
38	70814562	C	08/16/2024	6149	THE LOGO SHOP	3,805.32
38	70814563	C	08/16/2024	11193	THE PEAK OF UTAH	300.00
38	70814564	C	08/16/2024	104321	BOX ELDER SCHOOL DISTRICT	2,007.19
38	70814565	C	08/20/2024	104321	BOX ELDER SCHOOL DISTRICT	15,533.54
38	70814566	C	08/23/2024	1	ALICIA BARR	116.00
38	70814567	C	08/23/2024	1	MOLLY VRANES	961.60
38	70814568	C	08/23/2024	71218	7TH SOUTH DESIGNS, LLC	2,175.00
38	70814569	C	08/23/2024	112046	ACE HARDWARE - BRIGHAM	32.26
38	70814570	C	08/23/2024	38032	AMAZON CAPITAL SERVICES INC	175.77
38	70814571	C	08/23/2024	53457	BLACK STITCH LLC	955.00
38	70814572	C	08/23/2024	104321	BOX ELDER SCHOOL DISTRICT	83.40
38	70814573	C	08/23/2024	104321	BOX ELDER SCHOOL DISTRICT	219.75
38	70814574	C	08/23/2024	86	BUSINESS SOLUTIONS GROUP	205.00
38	70814575	C	08/23/2024	230	CAROLINA BIOLOGICAL	162.25
38	70814576	C	08/23/2024	64017	COPPER CANYON APPAREL	891.58
38	70814577	C	08/23/2024	4618	COLEMAN KNITTING MILL	1,362.00
38	70814578	C	08/23/2024	59595	GOLF TEAM PRODUCTS	1,498.00
38	70814579	C	08/23/2024	109248	J W PEPPER MUSIC	1,439.99
38	70814580	C	08/23/2024	52515	JODIE'S CUSTOM DANCEWEAR	2,400.00
38	70814581	C	08/23/2024	100550	JOSTENS INC	468.00
38	70814582	C	08/23/2024	489250	KENTS MARKET PL/BRIGHAM	320.81
38	70814583	C	08/23/2024	25119	SIZZLING PLATTER	13.98
38	70814584	C	08/23/2024	21687	PARK CITY HIGH SCHOOL	200.00
38	70814585	C	08/23/2024	698980	PEPSI-COLA OF OGDEN	1,331.77
38	70814586	C	08/23/2024	104992	PRINT SHOP	145.00
38	70814587	C	08/23/2024	35955	PROMO PLUS	60.00
38	70814588	C	08/23/2024	10731	SMITH'S CUSTOMER CHARGES	1,009.90
38	70814589	C	08/23/2024	5193	STEVE REGAN CO	1,881.96
38	70814590	C	08/23/2024	5223	SWIRE COCA-COLA	1,404.00
38	70814591	C	08/23/2024	5290	UHSAA / UTAH HIGH SCHOOL ACT ASSOC	1,715.00
38	70814592	C	08/23/2024	5908	WALMART COMMUNITY	4,434.58
Total Bank: 38						\$85,343.50

Check Register Summary

Batch Year: 25 Bank: All Date Range: 08/01/2024 - 08/31/2024

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
Total Computer Checks:						\$3,699,187.49
Total Manual Checks:						\$3,244,679.46
Total ACH Checks:						\$595,576.48
Total Other Checks:						\$0.00
Total Electronic Checks:						\$0.00
Total Computer Voids:						-\$24,252.45
Total Manual Voids:						\$0.00
Total ACH Voids:						\$0.00
Total Other Voids:						\$0.00
Total Electronic Voids:						\$0.00
Grand Total:						\$7,515,190.98
Number of Checks:						539

Batch Year	Batch	Amount
25	000018	-1,310.05
25	000157	680,029.77
25	000158	30,475.39
25	000159	16,860.03
25	000160	471,436.29
25	000161	8,293.95
25	000162	24,100.00
25	000180	10,999.00
25	000187	79,789.74
25	000188	73,069.22
25	000189	17,285.43
25	000190	242,211.77
25	000191	266.00
25	000198	750.00
25	000203	16,771.73
25	000213	24,417.97
25	000223	396,935.40
25	000224	5,953.64
25	000225	21,099.47
25	000226	112,814.61
25	000227	8,926.90
25	000228	24,472.03
25	000235	877.43
25	000255	48,526.98
25	000269	42,140.17
25	000274	2,007.19
25	000279	189.33
25	000286	2,937.51
25	000287	54,387.84
25	000288	16,894.35
25	000289	109,113.93
25	000290	695.98
25	000292	1,937.41
25	000306	15,533.54
25	000307	981.64
25	000315	6,508.86
25	000319	10,104.45
25	000324	25,662.60
25	000330	139,962.13
25	000340	1,152.41
25	000341	240.63
25	000342	20,324.07
25	000343	10,893.79
25	000344	22,196.17
25	000345	440,100.43
25	000347	8,250.00
25	000348	46.00

Check Register Summary

Batch Year: 25 Bank: All Date Range: 08/01/2024 - 08/31/2024

Batch Year	Batch	Amount
25	000349	130.95
25	000350	50.00
25	000356	17,846.06
25	000358	2,701.42
25	000367	15,248.56
25	000376	4,230,700.86
25	000386	1,200.00

Batch Year: 25 Bank: All Date Range: 08/01/2024 - 08/31/2024

FPREG01A (build 25.1.4.1)

Selection Criteria

Batch Year	25
Begin Date	08/01/2024
End Date	08/31/2024
Include Voids Voided After End Date	Yes
Bank	All
Begin Check	
End Check	
Begin Batch 1	All
End Batch 1	
Begin Batch 2	
End Batch 2	
Begin Batch 3	
End Batch 3	
Begin Batch 4	
End Batch 4	
Begin Batch 5	
End Batch 5	
Role ID	AP

For September 11, 2024 Board Meeting

Leaving the District

<i>Site</i>	<i>Employee</i>	<i>Position</i>	<i>Reason</i>
Willard	Keldi Francom	Trustlands Para	
BEMS	Julie Hawkes	Math Para	
ACYI	Ranae Gonzales	Media Para	
Garland	Janette Skidmore	Cook	
ACYI	Marie Tomlinson	Registrar	
Century	Pamela Fowler	Kitchen Manager	
Garland	Jeona Marble	SpEd Para	
Discovery	Jennifer Hardy	Instructional Para	
Discovery	Krista Holdeman	STEM Para	
Sunrise	Abby Oblock	Instructional Para	
McKinley	Kelbi Burrell	4th Grade Teacher	Resigned
Fielding	McKenzie Hansen	Functional Skills Teacher	Resigned
ACYI	Jacob Page	Band/Choir Teacher	Resigned
BEMS	Suzanne Robinson	DLI Chinese Teacher	Resigned
McKinley	Britani Rupp	Kindergarten Teacher	Resigned
Discovery	Olivia Tyger	SLT	Resigned
BRHS	Jennifer Christenson	Teacher/Natatorium Manager	

New Hires

<i>Site</i>	<i>Employee</i>	<i>Position</i>
BEHS	Dallin Patton	ED Para
Snowville	McKinzie Richins	Secretary/Instructional Para/Media Aide
BRMS	Jeniece Scott	Functional Skills Para
ACYI/Lake View	Sam Bakker	ELL Para
North Park	Maria Gonzalez	ELL Para
BEMS	Angelica Duong	Vision Impaired Support Para
BEMS	Amber Kaminsky	ED Para
ACHI	Douglas Ayotte	ISS Para
Transportation	Martin Soholt	Bus Driver
Transportation	Casha Meibos	Bus Driver
Transportation	Brian Stoering	Bus Driver
BRMS	Lyndsi Crowell	Attendance Secretary
Transportation	Mark Christensen	Bus Driver
BEHS	Jonathan Wilson	ED Para
BEHS	Corina Camargo	Custodian
BRMS	Alicia Johnston	ED Para
Transportation	Jason Jensen	Mechanic
BEHS	Carrie Gunter	Receptionist
BEHS	Molly Cord	ED Para
Discovery	Krista Holdeman	Computer Prep Para
BRMS	Tayla Marcotte	Functional Skills Para
Transportation	David Johnston	Bus Driver
ACYI/Lake View	Adrienne Evans	Library Para
Transportation	Rebecca Cook	Bus Para
ACHI	Megan Loveless	Comp Guidance Clerk
Century	Austin Adams	4th Grade Teacher
BRMS	Ana Aliaga Laencina	8th Grade DLI Teacher
BRMS	Sarah D. Anderson	9th Grade Math Teacher
Golden Spike	Ashlyn Birchell	Kindergarten Teacher
Golden Spike	Daniel Blaisdell	Kindergarten Teacher
BEHS	Austin Butterfield	Secondary Math Teacher
BEMS	Julie Carr	Functional Skills Teacher
District Office	Angela Miles Carter	SLP
BEMS	Hailey Chevalier	CTE FACS Teacher
District Office	Anthony Paul Ferderber	District Safety and Security Specialist
Fielding	Suzannah Gracey	SLT

PERSONNEL ACTION

ACHI	Candace Gunn	Band Teacher
Discovery	Nicholas Greene	Functional Skills Teacher
BRMS	Haley Gunderson	Functional Skills
North Park	Alexandria Hardman	2nd Grade Teacher
BRHS	Mark Harris	Resource Teacher
BRHS	Hailey Haymond	Functional Skills Teacher
Three Mile Creek	Keasha Hoopes	ED Teacher
North Park	Jenny Johana Izquierdo Casadiego	DLI Teacher
Fielding	Alyssa Johnson	SpEd Preschool Teacher
Fielding	Peggy Layne	Resource Teacher
BRHS	Angela Lewis	Art Teacher
BRMS	Madison Logan	SpEd LA Teacher
Lake View	Lucy Lyons	3rd Grade Teacher
District Office	Erika McDermott	Psych Intern
BRMS	Karen Kendall Morales	8th Grade Language Arts Teacher
BRMS	Shannon Neely	SpEd LA Math
Three Mile Creek	Annika Pairitz	4th Grade Teacher
District Office	Ellie Parker	SLT
Garland	Ashley Powell	Kindergarten Teacher
BEHS	Rachel Preslar	SpEd LA
Century	Patrick Reuter	Resource Teacher
BRMS	Nefi Reyes DeLaPaz	9th Grade DLI Teacher
North Park	Jared S. Rindlisbacher	4th Grade Teacher
Century	Karly Roberts	Kindergarten Teacher
District Office	Matthew Ross	Psych
Fielding	Camille Rudd	3rd Grade Teacher
BEHS	Roger Schroeder	Resource Math
McKinley	Brindy Shuman	3rd Grade Teacher
Lake View	Austin Storey	Principal
Golden Spike	Matthew Taylor	2/5 Chinese DLI
Lake View	John L. Thomas	4th Grade Teacher
Fielding	Dawnell Ticarich	4th Grade Teacher
Three Mile Creek	Allison Villanueva Shumway	Resource
BRMS	Michael Wadsworth	Science Teacher
BRMS	Natalie Watkins	8th Grade Math Teacher
McKinley	Kortney Weathersby	5th Grade Teacher
Willard	Maya Willis	Kindergarten Teacher

**Box Elder School District
Out of State Travel Request**

School Bear River HS
Organization/Team/Club/Etc. Robotics Team
Purpose of Trip (Educational Value) Robotics Tournament (Engineering)

Destination Ely, NV Miles to be traveled (one way) 225

Number of Students Traveling _____
Freshmen 5
Sophomore 5
Junior 7
Senior 4
Number of Adults (Chaperones) Traveling 5

Departure Date 10/11/24 Time NOON
Return Date 10/12/24 Time 8:00p

Means of Travel _____ Bus _____ Van _____ Other (please list) school suburbs & parents take their own students
Anticipated Actual Cost of the Trip per Individual Student 85⁰⁰

Anticipated Direct Cost to Each Student 85⁰⁰

**THIS SECTION MUST BE COMPLETED AND SUBMITTED TO THE SUPERINTENDENT PRIOR TO
ADVERTISING FOR THE TRIP OR CONDUCTING THE REQUIRED PARENT SURVEY.**

List all methods of transportation that will be used and when they are being used
School vehicles driven by coaches plus private vehicles driven by parents. Parents drive only carry their own kids plus friends if there is specific parental permission

A copy of the parent survey must be submitted for approval prior to sending the survey to parents.

How will the survey be distributed? September parent's mtg
How will surveys be collected? by hand
Who will tabulate survey results? Transportation chair (Krista Thompson)

Does the trip involve some type of performance or competition? yes

Did the students have to qualify for this performance/competition? yes

How? They must complete a 50-hr apprentice program

Signatures:
Organization/Team Leader/Coach [Signature] Date 8/8/24
Principal [Signature] Date 8/14/24
Superintendent Approval to Proceed with Parent Survey and Final Trip Plans
[Signature] Date 8-19-24

Box Elder School District
Secondary Club Application

1. Recommended club name Box Elder Pickleball club
2. What is the club's purpose? To help students build relationships w/ other teammates. AND to learn how to play pickleball.
3. What are the club's goals? To get as many students playing pickleball as possible. Pickleball is a great community sport. AND we want students to be part of the community.
4. What activities will be planned for the club? Practices, drills, tournaments, and matches.
5. Please indicate which of the following categories are appropriate for the proposed club:

<input checked="" type="checkbox"/> Athletic	<input type="checkbox"/> Gaming
<input type="checkbox"/> Business/Economic	<input type="checkbox"/> Religious
<input type="checkbox"/> Agriculture	<input type="checkbox"/> Community Service/Social Justice
<input type="checkbox"/> Art/Music/Performance	<input type="checkbox"/> Other (Please explain)
<input type="checkbox"/> Science	
6. Are you asking for the club to be considered curricular or non-curricular ?
7. Meeting information:
Preferred meeting time during the day (must be non-instructional time) Tuesdays 2:45-4:45
Anticipated number of meetings per month 5
Preferred location for club meetings Pioneer Park.
8. Proposed faculty advisor Austin Butterfield

9. Financial information:

Will the club have a budget? *Optional club fees,*

What will the budget be? *Shirts for \$15.*

Where will the money come from? *Above fee*

How will the money be spent? *Shirts*

10. By submitting this application you are giving your assurance that the club will comply with the provisions of policies of the Box Elder Board of Education, the Utah State Board of Education, and the State of Utah.

Tate Klein *08/22* *[Signature]* *08/22* *Kent Whitman* *08/22/2024*
Signatures of at least three students (non-curricular club) with dates of signatures.

By signing as club advisor/sponsor below, I agree to oversee and supervise all activities of the proposed club.

[Signature] *08/22/2024*
Club Advisor/Sponsor (curricular club) Date

11. Club's application approval:

X (Yes or No) *Jamie Kent* *8-22-24*
Principal or Principal's Designee Date

X (Yes or No) *[Signature]* *8-23-24*
Board President or Designee Date

12. Club's name approval:

X (Yes or No) *Jamie Kent* *8-22-24*
Principal or Principal's Designee Date

X (Yes or No) *[Signature]* *8-22-24*
Board President or Designee Date

Box Elder School District
Secondary Club Application

1. Recommended club name Scream Team
2. What is the club's purpose? To increase school spirit, school participation, and student section success.

3. What are the club's goals? To get a certain number of people to games, and increase the energy at games.

4. What activities will be planned for the club? Raffles during games for the club members, swag giveaways, and help coming up with school sports pressups.

5. Please indicate which of the following categories are appropriate for the proposed club:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Athletic | <input type="checkbox"/> Gaming |
| <input type="checkbox"/> Business/Economic | <input type="checkbox"/> Religious |
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Community Service/Social Justice |
| <input type="checkbox"/> Art/Music/Performance | <input type="checkbox"/> Other (Please explain) |
| <input type="checkbox"/> Science | |

6. Are you asking for the club to be considered curricular or non-curricular ?

7. Meeting information:

Preferred meeting time during the day (must be non-instructional time) 2:30 pm

Anticipated number of meetings per month 2

Preferred location for club meetings Room 2009, Room 217

8. Proposed faculty advisor Kadie Summers
Jamie Marble

9. Financial information:

Will the club have a budget?

yes

What will the budget be?

Student Council budget

Where will the money come from?

Student Council budget

How will the money be spent?

Spent on Swag, raffle things, and prizes

10. By submitting this application you are giving your assurance that the club will comply with the provisions of policies of the Box Elder Board of Education, the Utah State Board of Education, and the State of Utah.

Easton Islam 08/12/24 Emma Kierstead 08/13/24 [Signature] 08/13/24

Signatures of at least three students (non-curricular club) with dates of signatures.

By signing as club advisor/sponsor below, I agree to oversee and supervise all activities of the proposed club.

[Signature]

Club Advisor/Sponsor (curricular club)

8/26/24

Date

11. Club's application approval:

(Yes or No)

[Signature]
Principal or Principal's Designee

8/26/24
Date

(Yes or No)

[Signature]
Board President or Designee

8-6-24
Date

12. Club's name approval: Scream Team

(Yes or No)

[Signature]
Principal or Principal's Designee

8/26/24
Date

(Yes or No)

[Signature]
Board President or Designee

9-6-24
Date

Box Elder School District
Secondary Club Application

1. Recommended club name Governing Youth Council
2. What is the club's purpose? Nicotine, Tobacco, and drug prevention
3. What are the club's goals? Youth Group that advocates for drug free communities and schools
4. What activities will be planned for the club? Prevention booths, GYC week (week long activities)
5. Please indicate which of the following categories are appropriate for the proposed club:

<input type="checkbox"/> Athletic	<input type="checkbox"/> Gaming
<input type="checkbox"/> Business/Economic	<input type="checkbox"/> Religious
<input type="checkbox"/> Agriculture	<input checked="" type="checkbox"/> Community Service/Social Justice
<input type="checkbox"/> Art/Music/Performance	<input checked="" type="checkbox"/> Other (Please explain)
<input type="checkbox"/> Science	<u>Prevention</u>
6. Are you asking for the club to be considered curricular or non-curricular ?
7. Meeting information:

Preferred meeting time during the day (must be non-instructional time) ~~before~~ after school
Wednesday

Anticipated number of meetings per month 4

Preferred location for club meetings Miss. Bailey's Room
8. Proposed faculty advisor Miss. Bailey

9. Financial information: Government funded

Will the club have a budget?

Yes

What will the budget be?

Approx. \$700

Where will the money come from?

Government/health department

How will the money be spent?

activities

10. By submitting this application you are giving your assurance that the club will comply with the provisions of policies of the Box Elder Board of Education, the Utah State Board of Education, and the State of Utah.

Janeh Sun Randy Roney Smagreen Wilson

Signatures of at least three students (non-curricular club) with dates of signatures.

9/5/24

9/5/2024

9/5/24

By signing as club advisor/sponsor below, I agree to oversee and supervise all activities of the proposed club.

P. Bailey
Club Advisor/Sponsor (curricular club)

9/5/24
Date

11. Club's application approval:

(Yes or No)

Jamie Kent
Principal or Principal's Designee

9-5-24
Date

(Yes or No)

Steve Law
Board President or Designee

9-11-24
Date

12. Club's name approval:

(Yes or No)

Jamie Kent
Principal or Principal's Designee

9-5-24
Date

(Yes or No)

Steve Law
Board President or Designee

9-11-24
Date

Suggestions for Future Board Meetings

October 9, 2024 – *(tentative)*

- Walmart Grants Presentation
- Bond Hearing
- October 1 Enrollment Report – Emily Williams
- Exemption from Compulsory Attendance (Home School) – Steve Carlsen
- Approval of PBS Plans – Megan Bushnell
- RISE and Utah Aspire Plus Data – Jeff Morris
- North Park-BRHS Project Partnership – Ryan Greene
- Policy Review

November 13, 2024 – *(tentative)*

- Policy Review
- Report on BESD Foundation – Colleen Shaffer
- Complete MBA

December 11, 2024 – *(tentative)*

- Meeting with Legislators
- Approval of New Courses – Keith Mecham
- Audit Report – David Roberts
- Policy Review
- Busing Protocol for Courtesy Riders – David Roberts
- Building and Ground Rental and Supervision Policies – David Roberts

January 8, 2025 – *(tentative)*

- Approval of 2-year contract for Business Administrator
- First Public Comment on School Fees
- School Fees – Keith Mecham (Information Item)
- Review of Policies 1034 Board of Education Code of Conduct and 1035 Board Member Ethics
- Policy 1036 Conflict of Interest – complete form
- AAPPL Data – Jeff Morris
- Policy Review
- Board Committee Assignments
- USBA Conference Report

February 12, 2025 – *(tentative)*

- Approval of Human Sexuality Curriculum – Keith Mecham
- Second Public Comment on School Fees
- Approval of School Fees – Keith Mecham
- FY 2026 Capital Improvement Plan – Corey Thompson
- Legislative Update – Steve Carlsen

- Policy Review

March 12, 2025 – (tentative)

- Negotiations Team Approval – Emily Williams
- Legislative Update – Steve Carlsen
- Policy Review

April 9, 2025 – (tentative)

- ESP Recognitions – Emily Williams
- College and Career Readiness Counseling Program (CCRCP) Approval – Alison Williams
- ACT Data – Jeff Morris
- Child Nutrition Report – David Roberts
- Energy Report – Mike Clark
- Policy Review
- Board Graduation Assignments

May 14, 2025 – (tentative)

- Retirement Recognitions – Emily Williams
- Administrative Association Recognitions - BEAA
- Approval of School Land Trust Plans –Keith Mecham and Heidi Jo West
- Approval of TSSA Plans – Keith Mecham and Heidi Jo West
- Approval of PBS (HB 58) Plans – Megan Bushnell
- Approval of 2023-2024 Board Meeting Calendar – Steve Carlsen
- Policy Review

June 11, 2024 – (tentative)

- Budget Hearing – David Roberts
- Approval of Budget – David Roberts
- Approval of 2023-24 Tax Rates – David Roberts
- Approval of Internal and Independent Auditors – David Roberts
- MBA Meeting – David Roberts
- Pick-up Contributions for Members of Contributory Retirement System – Emily Williams
- Tentative Ratification of Negotiated Agreement with BEAA – Emily Williams
- Tentative Ratification of Negotiated Agreement with BEEA – Emily Williams
- Tentative Ratification of Negotiated Agreement with BEESPA – Emily Williams
- Declaration of Open Enrollment Schools – Emily Williams
- Policy Review
- Sunrise High School Schedule Discussion

July 9, 2025 – (tentative)

- Approval of Sex Education Committee – Keith Mecham
- 2023-24 TSSA Plan Results – Keith Mecham and Heidi Jo West
- Bullying Report

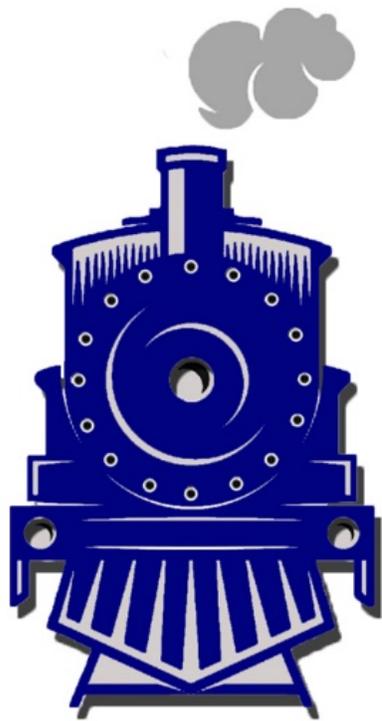
August 13, 2025 – (tentative)

- Approval of Early Literacy Plan – Heidi Jo West
- Approval of Sex Education Committee – Keith Mecham
- AP Results – Jeff Morris
- Transportation Routing Software, Fuel Costs, Field Trip Issues – Jason Sparks
- Policy Review

September 10, 2025 – (tentative)

- Walmart Grants Presentation
- Nucor Grants Presentation
- Swearing in of Student Board Member – David Roberts
- Policy Review

BOX ELDER SCHOOL DISTRICT BOARD OF EDUCATION HANDBOOK



**BOX ELDER
SCHOOL DISTRICT**

Learning is Everything

REVISED
OCTOBER 9, 2019
BOX ELDER SCHOOL DISTRICT

Box Elder School District Board of Education Handbook Table of Contents

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BOARD OF EDUCATION HANDBOOK INTRODUCTION

This Board of Education Handbook has been developed to capture, in one place and in plain language, the primary operating procedures and governing principles of the Box Elder County School District Board of Education.

This handbook serves as a resource for members of the board as they assume their offices and carry out their responsibilities. It will be posted on the school district's website and updated periodically.

The Box Elder County School District Board of Education has one goal and one purpose: **student learning**.

Authority and Responsibilities of the Board

The powers and mandatory duties of the Board of Education are defined in the Utah Code and State Board of Education Rule.

Principles of Board Leadership

Remembering three important principles of board leadership will help keep the Box Elder County School District Board of Education focused on its most important responsibilities:

1. The board delegates authority.
The board delegates authority to the superintendent to manage the district and provide leadership for the staff. Such authority is communicated through written policies that designate board ends and define operating limits.
2. The board monitors performance.
The board constantly monitors progress toward district goals and compliance with written board policies.
3. The board takes responsibility for itself.
The board, collectively and individually, takes full responsibility for board activity and behavior. Board deliberations and actions are limited to board work, not staff work.

[Utah Code § 53G-4](#)

Making School Board Decisions

State and federal laws, financial constraints, and local expectations must govern school districts. Nevertheless, decisions made by a local board of education create the environment in which a district will flourish or flounder.

Although the typical school board makes many different decisions, all of those decisions can be put into four general categories:

Policy decisions are the most important work of the board. The majority of a board's time should be spent on policy development, monitoring, and review. Written policies accomplish the following:

- articulate district direction and goals;
- delegate authority and define limitations on that authority;
- establish board processes, including those for monitoring progress toward district goals and ensuring compliance with laws and board policy.

The board is empowered to make policy decisions for district schools. Board members act as trustees for the community; therefore, policies are often understood as expressions of the community's aspirations for its public schools.

Problem solving decisions come in response to a crisis or opportunity that cannot be resolved by the superintendent or is not fully addressed in existing board policy. For example, in the face of declining enrollment, a typical school board would not expect its superintendent to make a final decision on which building to close. Although the superintendent would be expected to provide information and make recommendations, the school board would make the final decision, after deliberating alternatives and consulting policy statements.

Problem-solving decisions usually have isolated, one-time impacts. However, such decisions can establish a precedent that may have the force of policy. For example, a school board's decision to grant a benefit to one group of students may obligate it to grant the same benefit to another group in a similar situation.

Managerial decisions required of each local Utah school board are set forth in the statutes, most notably in [Utah Code § 53G-4-402](#). For example, a school board is required to do the following:

- implement the core curriculum
- administer tests,
- implement training programs,
- enroll children in school,
- establish school libraries, and

- establish school safety traffic committees
- ensure that school community councils receive the required annual training and review and approve the school improvement plans developed by the school community councils.

With few exceptions, managerial duties are delegated to the superintendent. Where there is good communication and high level of trust between the board and superintendent, combined with sound policies that set directions and establish parameters, routine managerial duties will consume only a small amount of time at public board meetings. Legally required board actions can usually be accomplished through approval of consent agendas.

School boards must learn to distinguish policy decisions from problem-solving decisions. Sometimes this is challenging but, in general, boards that emphasize policy development will need to make fewer decisions in response to routine problems. Superintendents who have strong policy guidance are able to resolve a wider array of problems without bringing them to the board for action. Good policy development and review processes allow boards to operate at the systemic level - dealing with mission, purpose, direction, and results.

Conversely, boards without up-to-date written policies often find their meetings running late into the night. Their superintendents must bring numerous issues for discussion and action, which wastes time and yields inconsistent results.

Personnel decisions represent a special category of managerial decisions. Most school boards delegate personnel matters to the superintendent and use policies to express their desired standards for hiring, evaluation, compensation, discipline, and dismissal. This approach avoids the quagmire of wrestling directly with hiring or disciplining employees other than the superintendent and business administrator. Personnel actions, therefore, are usually found on the consent agenda, because a board is required by law to approve all employment contracts, salaries, benefits, and dismissals.

The superintendent is an appointed public official, the district's chief executive, and an employee of the board. Only the board can employ, evaluate, discipline, or dismiss the superintendent.

Holding Closed Meetings

A closed meeting may be held if:

1. A quorum is present.
2. The meeting is an open meeting for which specific notice for a closed meeting has been given with the stated purpose defined.

3. Two-thirds of the members present vote to close the meeting. Voting must be taken by roll call. Name and vote.

Minutes of the closed meeting shall contain:

1. Reason for holding the meeting.
2. Location of the meeting.
3. Vote by name, of each member of the board, either for or against the motion to hold the closed meeting.

Purpose of a closed meeting:

1. Discussion of the character, professional competence, or physical or mental health of individual.
2. Strategy sessions to discuss collective bargaining.
3. Strategy sessions to discuss pending or reasonably imminent litigation.
4. Strategy sessions to discuss the purchase, exchange, or lease of real property including any form of a water right or water shares if public discussion of the transaction would:
 - a. Disclose the appraisal or estimated value of the property under consideration; or
 - b. Prevent the board from completing the transaction on the best possible terms.
5. Strategy sessions to discuss the sale of real property, including any form of water right or water shares if public discussion of the transaction would:
 - a. Disclose the appraisal or estimated value of the property under consideration; or
 - b. Prevent the board from completing the transaction of the best possible terms.
6. Discussion regarding deployment of security personnel, devices or systems.
7. Investigative proceedings regarding allegations of criminal misconduct.

A Board may not interview a person applying to fill an elected position in a closed meeting.

Record of closed meetings:

1. A recording shall be made of the closed portion of the meeting.
2. Detailed written minutes may be kept that disclose the content of the closed portion of the meeting.
3. A recording of a closed meeting shall be complete and unedited from the commencement of the closed meeting through adjournment.
4. The recording and any minutes of a closed meeting shall include:
 - a. Date, time, and place of the meeting.
 - b. Name of the members present and absent.
 - c. Names of all others present except where the disclosure would infringe on the confidentiality necessary to fulfill the original purpose of the closing the meeting.
5. No recording or minutes will be taken if the purpose of the closed meeting is for the discussion of the character, professional competence, or physical or mental health of an individual.

- a. A sworn statement must be signed by the presiding member of the board that the sole purpose for closing the meeting was to discuss the character, professional competence, or physical or mental health of an individual.

Collaborative Relationships: Shared Governance

The Box Elder County School District Board of Education has the exclusive right and responsibility to determine the goals and direction of the schools and use all its resources to achieve such goals, within the bounds of state and federal law and rules of the Utah State Board of Education.

Box Elder School District is a complex organization, which can succeed only if we enlist the energy, creativity, and effort of many people to accomplish our goals. The board believes that ideal conditions for student learning can be realized when shared governance is thoughtfully used to support student achievement.

Board decisions should accurately reflect the public's interests. Statutes of the state of Utah require local school boards to make decisions by majority vote; thus the obligation to seek consensus under shared governance does not bind the board in its decision-making.

The board delegates to school sites and departments the right to make some decisions using the shared governance process. Site-based decisions must conform to legal requirements, state and federal rules and regulations, the district's Student Achievement Plan, policies, procedures, guidelines, and contractual obligations, including negotiated employee agreements.

Essentials of A Professional Learning Community

- A. The Superintendent and district administrators will ensure that all of the schools in the district function as professional learning communities. Professional learning communities are defined as educators committed to working collaboratively in ongoing processes of collective inquiry and action research to achieve better results for the students they serve. Professional learning communities operate under the assumption that the key to improved learning for students is continuous, job-embedded learning for educators.
 1. The Board, district, and school administrators will ensure that time is available, within the contract day, for educators to meet together regularly in collaborative teams.
 2. District/school administrators will ensure this time is reserved for activities directly related to the process of collective inquiry and action research to achieve better achievement results for our students.

3. Collaborative teacher teams will focus on the following four questions:
 - a. What is it that our students are expected to know and do?
 - b. How will we know if they know and can do what is expected?
 - c. How will we respond if they don't know and can't do what is expected?
 - d. How will we respond if they already know and can do it?

District and school administrators will ensure that ongoing training and professional learning opportunities are provided to ensure that all Box Elder School District educators are proficient in the philosophies and practices related to professional learning communities/collaborative teacher teams.

Authority of Individual Board Members

Power belongs not to individual members of a Board of Education but to the Board of Education acting as a corporate body through collective action. Board members have authority only when acting as a Board of Education in a legally constituted session, with a quorum present. The statement or action of an individual member or group of members of the Board of Education does not bind the Board of Education itself, except when that statement or action is specifically authorized by an official act of the board. This does not preclude individual board members from representing the board at meetings and ceremonial events or speaking to constituent groups in their capacity as board members.

Nominations and Elections for Board Leadership

Nominations

- A. An office must be created by Board Policy or by a motion to that effect before it can be filled by election or otherwise.
- B. The Board President must call for nominations.
- C. Nominations do not require a second. However, any number of persons may second a given nomination just to show their support of that nominee.
- D. The motion "to close nominations" is not in order until the assembly is ready to close nominations.
 1. When there are two or more nominees for the office the motion to close nominations requires a two-thirds vote. (This motion must be seconded.)
 2. A negative vote on the motion signifies that there are additional nominations forthcoming.
 3. If and when there are no further nominations the Board President may then put the motion to close nominations to a vote without waiting for a second.

Elections

- A. Elections and nominations must conform to the procedure prescribed by the Utah State Law and Board Policy.

- B. In case of a tie vote, the election is decided by lot unless the organization adopts a motion to do otherwise.
- C. Elections are decided by a roll call vote, not by secret ballot. Election to the office is determined by a simple majority.

Board Leadership Responsibilities

The board president will:

1. Conduct meetings of the board in accordance with law and policy.
2. Communicate regularly with the superintendent, business administrator, and members of the board to set meeting agendas, facilitate the flow of necessary information, and respond to community issues and queries.
3. Sign legal assurances, correspondence, and contracts on behalf of the board as required by law, policy, or vote of the board.
4. Represent the board, or designate others to represent the board, as requested, in executive meetings with community and business leaders or elected officials to promote perform their duties.

The board vice president will:

1. Advise and assist the president as needed.
2. Substitute for the president as required.
3. Attend meetings with or at the request of the president and superintendent.
4. Keep the board appropriately informed of issues or data that would help members

Board leadership may speak for the board, or designate others to speak for the board, when requested to do so by vote or consensus of the board communication, without binding the board to a specific decision or position.

New Board Member Orientation

Following the election or appointment of new members, the superintendent and board leadership will provide for an orientation, as to the board's operation and processes, the working relationships with the Superintendent of Schools and staff of the Box Elder School District, and substantive background information pertaining to school system issues and procedures. A copy of this handbook will be provided online. New board members are also encouraged to attend the orientation session organized by the Utah School Boards Association (USBA).

Board of Education Code of Conduct

The members of the Board of Education agree to abide by the following norms of behavior, both as they govern the conduct of board meetings and as they govern the actions of individual board members. These norms will provide an orderly way to conduct public business, promote an atmosphere of mutual respect, and establish a level of expectation for those who aspire to become school board members in the future.

Board members shall:

1. Represent the Board with dignity, honesty, and integrity.
2. Attend meetings regularly, prepared, professional, engaged, and dedicated to accomplishing and adhering to the agenda.
3. Support efforts to focus on the important matters, remembering that the student is always our most important matter.
4. Communicate effectively, early, and often with each other and with others concerned, seeking to make your own ideas clear while respecting the different opinions of others.
5. Be loyal to the Board and work to achieve unity by supporting its decisions, even though you may personally espouse a different view.
6. Value civility and avoid contention realizing conflict on some issues is inherent and not undesirable.
7. Represent and seek to understand the needs of all students, staff and citizens in the District without partisanship.
8. Work effectively with the Superintendent, and through him/her, with the staff throughout the District.
9. Develop and improve Board skills by establishing goals, measuring progress, and participating in a variety of training opportunities
10. If at all possible Board members should notify the Superintendent or the Board President well in advance of any concerns or questions regarding the Board agenda so that they can be resolved in advance if possible.

Board Member Commitments and Ethics

The Board and its members commit to standards of conduct that are consistent with the public trust placed in elected officials. Accordingly, the Board and its members will:

1. Strive to make policies that promote the educational growth and development of all students;
2. Endeavor to appoint the most competent person available as superintendent of schools and hold that superintendent responsible for carrying out the vision, mission, and goals of the District in the administration of its schools;

3. Support and allow administrators, teachers, and staff to function in their authorized capacities while holding employees responsible for carrying out the District's vision, mission, and goals in their respective roles;
4. Seek to employ the best qualified personnel available without regard to race, color, sex, pregnancy, religion, national origin, age, marital status, disability, sexual orientation, or gender identity—except when justified to meet a bona fide occupational requirement (see [20 U.S.C. 1681 et seq.](#); [Utah Code § 34A-5 et seq.](#));
5. Promulgate policies and procedures dedicated to maintaining a learning and working environment in the District free of discrimination and unlawful harassment, including sexual harassment;
6. Promulgate policies and procedures that ensure operational transparency, including directing employees to maintain, manage, and where appropriate, produce records consistent with federal and state laws (see [20 U.S.C. § 1232g](#); [34 C.F.R. Part 99](#); and [Utah Code § 53E-9 et seq.](#));
7. Attend Board meetings, insofar as possible, being informed and prepared to discuss and act upon the items on the Board agenda;
8. Conduct Board business in compliance with the [Utah Open Meetings Act \(Utah Code § 52-4-1 et seq.\)](#);
9. Exercise Board authority exclusively to perform legislative and judicial functions;
10. Encourage free expression of opinion and seek regular communication and feedback from the public;
11. Work toward consensus in Board decision making and foster respectful and civil working relationships with other Board members and with the superintendent and District staff while recognizing the value of diverse perspectives and differences of opinion; and
12. Strive to be effective educational leaders by participating in professional development, studying education issues, fulfilling assigned Board duties, building relationships with community organizations and leaders, communicating with constituents, and advocating for public education.

A. Board of Education Code of Ethics

1. Members of the Board may receive compensation for services and necessary expenses in accordance with [Utah Code § 53G-4-204](#). For purposes of Utah Retirement Systems (URS) coverage, however, duly elected members of the Board are classified as part-time employees and ineligible for URS benefits.
2. Members of the Board may not use their position, or information acquired by reason of their position, for any improper or unlawful purpose including substantially furthering personal economic interests or securing special privileges or benefits for themselves or others that would impair the members' independent judgement or interfere with the ethical performance of the members' duties in

violation of [Utah Code, § 67-16-4](#).

3. The Board will officially accept gifts and donations on behalf of the District; such acceptance, however, shall not obligate the Board to act in any way contrary to the best interests of students and the public. Further, the Board or its members shall not request, demand, or accept personally or on behalf of the District, a loan, donation, gift of substantial value, or an economic benefit tantamount to a gift in violation of [Utah Code §§ 67-16-5 to 5.6](#)
4. The Board and its members shall not misappropriate or misuse public funds or resources and shall be responsible fiscal managers of public funds. Expenditure of public funds shall only be made in accordance with federal or state law and District policies.
5. Members of the Board shall disclose any compensation or any position (whether officer, director, agent, employee, or owner of a substantial interest) in any business entity that does business with or is subject to the regulations governing the District or other public agency in a sworn affidavit and file it with the state attorney general, the District, and any other agency involved in the business or transaction consistent with [Utah Code §§ 67-16-6 to 8](#). Further, members of the Board shall have no personal investments and/or conduct any business creating a substantial conflict of interest between Board members' private interests and their public duties in violation of [Utah Code § 67-16-9](#).
6. Members of the Board shall maintain the confidentiality of information obtained in executive session or other confidential information otherwise obtained in an official capacity.
7. Members of the Board have no individual authority to act on behalf of the Board and the Board only exercises its authority as a body by taking official action through voting in a duly scheduled Board meeting. Individual Members of the Board should not speak on behalf of the Board without prior Board approval.

Members of the Board shall abide by state and federal laws and District policies and refrain from personal or professional conduct that would bring censure, ridicule, damage, or reproach upon the Board or the District.

Disciplining Board Members

If a member of the Board of Education violates the Code of Conduct or the ethical assurances outlined in [Board Policies 1034](#) and [1035](#), the board president and vice president will speak to that member about his or her responsibilities. If disruptive or destructive behavior occurs, the board may issue a formal reprimand by a vote of five members.

Policies Governing the Board

Detailed information about the board's process of conducting meetings and other guidance around board operation can be found in [School Board Policy Article 1](#).

Links to other helpful resources, including specific citations to Utah Code, are included with the appropriate policy on the district's website.

Guidelines and Parliamentary Motions

The following guidelines and examples have been taken from the Utah School Boards Association book titled *Coming to Order*, which is available on the USBA website. The Box Elder School District Board of Education appoints a Business Administrator who serves as the board's parliamentarian:

1. A board should agree on and adopt an agenda format that it will follow at regular meetings.
2. Action items on the agenda require:
 - a motion by a board member,
 - a second to the motion (required by most boards but not all),
 - a discussion of the motion by board members, and
 - a vote by board members.
3. Other than the consent agenda, each motion should be limited to one idea or issue.
4. No new motion may be made while another is being discussed.
5. A motion may be amended and votes on the amendments must be taken before acting on the original motion.
6. Before a vote on a main motion is taken, business can be interrupted by a motion:
 - to table the main motion,
 - to postpone action,
 - to refer the motion to a committee,
 - to withdraw it from consideration, or
 - to adjourn the meeting.

The subsidiary motions must be disposed of prior to action on the main motion.
7. Debate can be closed formally with a motion to move the question and a two-thirds affirmative vote.
8. When a Board member wishes to speak in board meeting, he/she should request to be recognized by the Board President before speaking. He/she may gain recognition by the President by raising a hand or speaking audibly, "Mr./Mrs. President". Once recognized the Board member should address the Board.

9. When the president senses the discussion has ended, a vote may be taken without a formal motion to close debate unless a member objects.
10. Some motions, such as a motion to adjourn, are not debatable. See the “Simplified Chart of Parliamentary Motions” on page 10.
11. Before a motion is voted upon, it should be repeated aloud.
12. The president, by virtue of membership on the board, is expected to vote on each issue before the board.
13. The president should indicate before each vote whether a simple or special majority is required.
14. The president should keep readily at hand a reference guide, such as the chart of parliamentary motions.

Simplified Chart of Parliamentary Motions

Motion & Order of Precedence	You Say:	Debatable	Amendable	Vote Required
Adjourn	I move to adjourn	No	No	Majority
Recess	I move to recess for	No	No	Majority
Close Debate	I move the previous question	No	No	2/3
Postpone Definitely	I move to postpone the motion to	Yes	Yes	Majority
Refer to Committee	I move to refer the motion to	Yes	Yes	Majority
Amend the Amendment	I move to amend the amendment by	Yes	Yes	Majority
Amend or substitute	I move to amend the motion by	Yes	Yes	Majority
Main motion	I move to	Yes	Yes	Majority
Reconsider		Yes	Yes	Majority
Rescind		Yes	Yes	Majority (with notice)

Incidental Motions				
No order of precedence. Arise incidentally and decided immediately				
Point of Order (to enforce rules)	Point of Order	No	No	None
Parliamentary Inquiry	Parliamentary questions	No	No	None
Withdraw or Modify a Motion	I withdraw (or modify) my motion	No	No	Majority

Board Policies Relevant to Board of Education Legal Status, Responsibilities, and Ethics

Policy 1010 School Board’s Legal Status

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371387/1010-School_Board_Legal_Status.pdf

Policy 1020 Board Power and Duties

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371388/1020-Board_Powers__Duties.pdf

Policy 1025 Administration Relations

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371389/1025-Administration_Relations.pdf

Policy 1034 Board of Education Code of Conduct

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371392/1034-Board_of_Education_Code_of_Conduct.pdf

Policy 1035 Board Member Commitments and Ethics

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371393/1035-Board_Member_Commitments_and_Ethics.pdf

Policy 1036 Conflict of Interest: Board Member and Employee

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371394/1036-Board_Member_Employee_Conflict_of_Interest.pdf

Policy 1037 Employment/Assignment of Relatives (Nepotism) (Reference - [Utah Code 52-3](#))

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371395/1037-Employee_Assignment_of_Relatives.pdf

Board Policies Relevant to School Board Meetings

Policy 1070 Board Meeting Procedures

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371399/1070-Board_Meeting_Procedures.pdf

Policy 1072 Board Meetings: Notice Requirements

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371400/1072-Board_Meetings_Notice_Requirements.pdf

Policy 1074 Board Meetings: Closed Meetings

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371401/1074-Board_Meetings_Closed_Meetings.pdf

Policy 1080 Board Committees

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371402/1080-Board_Committees.pdf

Policy 1090 Rules of Order

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371403/1090-Rules_of_Order.pdf

Policy 1100 Minutes

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371404/1100-Minutes.pdf

Policy 1110 Public Participation in Board Meeting

https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1371405/1110_Public_Participation_in_Board_Meeting.pdf